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## MEDICATION AIDE (MA) PROGRAM

Caregiver Training Institute invites you to enroll in the Medication Aide (MA) program. The MA Program consists of a total of 84 hours – 60 hours in the classroom and 24 hours in the clinical setting. Students will be actively involved in the classroom setting and a skills lab, and then complete the practicum in a nursing facility in the community. A *Certificate of Completion* will be issued upon successful completion of the MA training program and students will be eligible to test for certification as a CMA in the State of Oregon.

### COURSE OPTIONS

The course is offered on alternating **Evening** and **Weekend** schedules up to six (6) times a year, dependent upon enrollment.

### ELIGIBILITY CRITERIA

- **Must be at least 18 years of age.**
- **Must be able to read, write and communicate in English fluently.**
- **Must be listed on the OSBN registry as a CNA in good standing.** OSBN regulations state that students must have an unencumbered Oregon CNA-1 certificate prior to attending the first day of class. NO EXCEPTIONS. If you are transferring from another state, you must wait until you are listed on the OSBN website as a CNA in good standing in Oregon to enroll in the MA program.
- **Must have a copy of your *Certificate of Completion* from a NA-1 training program.** OSBN regulations require documentation certifying that the student has graduated from an approved NA-1 training program at least six (6) months prior to enrollment in the MA training program.
- **Must have documentation of at least six (6) months of full-time on-the-job experience (960 hours), or the equivalent in part-time hours, in a paid position as a nursing assistant under the supervision of a nurse since the completion of your NA-1 training program.**

### REGISTRATION DEADLINE

***\*\*At least two (2) business days prior to the first day of class, students must complete an information session; submit all completed enrollment paperwork/eligibility documentation to the business office; select a class/clinical schedule; and pay their tuition fees.\*\****

### ENROLLMENT PROCESS

- Create an Online Student Profile.**
- View a no-obligation Online MA Information Session.**
- Go to the school to submit your paperwork and complete the registration process.**
  - **Enrollment paperwork** must be completed, signed and received by the school business office at least two (2) business days prior to the first day of class.
  - **Eligibility documentation** (a copy of your NA-1 training program *Certificate of Completion*; a letter from your current employer or a former employer stating that you were a paid employee, your time on the job, and the position you were employed in is also required by the OSBN prior to the start of class) must be received by the school business at least two (2) business days prior to the first day of class.
- Pay your program fees – Tuition \$1,350.** A payment for a minimum of 50% of the tuition reserves a student's seat in class. A payment reserving a student's seat in class will not be accepted until students complete an information session, select a class/clinical schedule, and all enrollment paperwork is completed, signed and received by the business office. Students must pay their

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program tuition in full at least two (2) business days prior to the first day of class, unless they set up a tuition payment plan at the business office at least two (2) business days prior to the first day of class.

### **REQUIRED ITEMS FOR THE FIRST DAY OF CLASS**

- Criminal Background Check - \$45** (*Criminal history checks are run on the first day of class through the school service provider only. They must be paid for in full prior to the first day of class.*)
- MA Textbook - \$125** (*available for purchase through the school*)
- CURRENT Drug Book - \$60** (*available for purchase through the school*)
- CURRENT MA School Workbook - \$20** (*available for purchase only at the school*)
- OSBN booklet Medication Aides in Oregon** (*provided by the school at no cost*)
- Name Tag** (*provided by the school*)
- Scrubs** (*any color, pattern*)
- Shoes** (*athletic shoes, fully enclosed non-skid soled work shoes*)
- Watch w/second hand**
- School Supplies** (*folder, paper, notepad, black pen, highlighters*)

***A neat, clean, professional appearance is required throughout the program.  
Hair pulled back and confined. Tattoos must be covered. False fingernails  
or chipped nail polish not allowed. No fragrances. Minimal jewelry.***

### **REQUIRED ITEMS FOR THE FIRST DAY OF CLINICAL**

***\*\*All documentation must be completed, submitted, and confirmed by the end of the day of the scheduled midterm exam or the student may not go into the clinical setting.\*\****

- AHA-BLS CPR card - \$52** (*Submit your current AHA BLS CPR card to the business office, or sign-up for CPR class at the school. CPR classes must be paid for in full when registering into the class.*)
- TB Test Screening - \$25** (*Submit you current TB screening or Chest X-ray Report for TB; or sign up for TB Skin PPD tests through the school. Payment in full is required prior to scheduling TB tests.*)
- Drug Screening - \$45** (*Drug screening in is done through school service provider only. Payment in full is required prior to obtaining the drug test.*)
- Immunizations - MA students ARE NOT required to obtain and provide the following immunization documentation prior to their clinical rotation: Hep B (Hepatitis B), MMR (measles, mumps & rubella), Tdap (tetanus, diphtheria & pertussis) and Varicella.**  
*(Under OHA regulations, clinical facilities that have less stringent requirements for their employees may request an exemption from specific provisions of the OHA requirements through the student's training program provider. Caregiver Training Institute has pursued obtaining exemptions from all the school's clinical MA program training partners.)*
- Influenza Vaccine** - Clinical sites may require MA students obtain and provide documentation of the flu vaccine prior to the start of their clinical rotation during the flu season. Clinical sites will notify the school of timeframe requirements.

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