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INTEGRITY ♥ STEWARDSHIP ♥ RESPONSIBILITY ♥ RESPECT ♥ PROFESSIONALISM

MEDICATION AIDE (MA) PROGRAM

Caregiver Training Institute (CTI) 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 **Weekends** 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 able to pass a criminal background check and drug screening.**
- **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. *This is not to be confused with your license on the OSBN's registry.* You can use the public records request at OSBN for copies of training certificates of completion. The instructions for submitting a public records request are found at https://www.oregon.gov/OSBN/Pages/online_records.aspx. This can take up to ten (10) business days so, make sure you do this in plenty of time before the class starts
- **Must have documentation of at least six (6) months on-the-job experience, a minimum of 832 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 have completed an information session; submitted all completed enrollment paperwork and eligibility documentation to the business office; selected a schedule; and paid their criminal background check and tuition fees.****

REGISTRATION PROCESS

- Provide your contact information and view a no-obligation MA Information Session.
- Go to the school to submit your registration/eligibility paperwork and complete the registration process. All 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.

Passionate about Teaching
Dedicated to the next generation of Caregivers

Revised 11-8-18



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- Pay your program fees – **Tuition \$1475; Criminal History Fee \$50; CURRENT School MA Workbook Fee \$20.** A payment for a minimum of 50% of the program 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 submit all signed completed enrollment paperwork to the business office.** Criminal history fees must be paid in full at least two (2) business days prior to the first day of class. Students must pay their 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:

- MA Textbook - \$125 (available for purchase through the school)
- Drug Book (current edition for MA students) - \$60 (available for purchase through the school)
- CURRENT School MA Workbook - \$20 (available for purchase ONLY AT THE SCHOOL)
- Scrubs (any color, pattern); Shoes (athletic shoes, fully enclosed non-skid soled work shoes)
- Watch w/second hand
- School Supplies (paper, notepad, black pen, highlighters)
- OSBN booklet *Medication Aides in Oregon* (available for download during the information session)
- Name Tag (provided by the school)

A neat, clean, professional appearance is required throughout the program.

Hair pulled to be pulled back and confined. Tattoos must be covered. Minimal jewelry.

False fingernails and chipped nail polish are not allowed. No fragrances.

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 WILL NOT go into the clinical setting.****

- AHA BLS CPR card - \$60 (Submit your current AHA BLS CPR card to the business office, or sign-up for CPR class at the school.)
- TB Test Screening - \$30/ea placement (Submit you current TB screening or Chest X-ray Report for TB to the business office; or sign up for a TB Skin Test (PPD) at the school.)
- Drug Screening - \$45 (Drug screening in is DONE ONLY through school service provider.)
****Payment in full is required when registering for a CPR class, scheduling a TB Test, and prior to obtaining a drug test.****
- Immunizations - CTI has obtained exemptions from OHA regulations from the school’s clinical MA training partners. **MA students ARE NOT REQUIRED provide the following immunization documentation prior to their clinical rotation: Hep B (Hepatitis B), MMR (measles, mumps & rubella), Tdap (tetanus, diphtheria & pertussis) and Varicella.** Clinical sites *MAY REQUIRE* 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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