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INTEGRITY ♥ STEWARDSHIP ♥ RESPONSIBILITY ♥ RESPECT ♥ PROFESSIONALISM

NURSING ASSISTANT (NA-1) HYBRID INSTRUCTOR-LED PROGRAM

Caregiver Training Institute invites you to enroll in our Nursing Assistant Level 1 training program. Students will be actively involved in the classroom/labs with lecture, videos and skills lab time, and then complete the practicum in a nursing facility in the community. The program is comprised of 90 hours in class/lab time, and 75 hours in a clinical setting, a total of 165 hours. All labs are on-campus. The clinical rotation is in a healthcare facility. A *Certificate of Completion* will be issued upon successful completion of the NA-1 training program, and students will be eligible to test for certification as a CNA in the State of Oregon.

Course Options

- **The NA-1 Instructor-Led Hybrid Program offers students the option of attending the classroom portion of the program either in an on-campus classroom setting, or in a virtual Zoom class setting.**
 - Students who elect to attend a hybrid class virtually, must have a reliable computer or tablet with a microphone and camera, an internet connection, and an email address.
 - Students who attend a hybrid class on-campus are encouraged to bring a laptop or tablet with a microphone and camera to class. If a student does not have a laptop or tablet, they can check out a computer at the school during class to take module quizzes, tests, and to participate in any online activities.
- **Classes are offered on accelerated day, day, evening, and weekend schedules year-round.**
 - **Accelerated Day Classes** allow students to complete the program quicker. They are designed for students with good reading comprehension skills, strong study habits, and good time management skills.
 - **Day & Evening Classes** give students more time to read and absorb the required chapters, review, and prepare for exams.
 - **Weekend Classes** run eight hours and are held on Saturdays and Sundays over a ten-week period. Classes are designed for students who have commitments during weekdays and evenings that preclude them taking other schedules.
- **The purchase of a textbook is not required.** All students will be assigned individual logins to access online program modules and supplemental materials for study and review. Program content is available for download throughout the program. ***An optional NA-1 Textbook / Workbook Combo Set is available for purchase as supplemental reference material.***

Eligibility Criteria

- **Must be at least 16 years of age.** (Note: The signature of a Parent/Legal Guardian is required for all NA-1 students who are under the age of 18.)
- **Must be able to read, write and communicate in English fluently.**
- **Must be able to pass a criminal background check and drug screening.**
- **Students must certify they are free from contagious disease, physically and mentally fit, and be able to successfully participate in skills labs and clinicals.**
- **Must submit documentation to the school business office of a current negative TB test via Two-Step TB Skin (PPD) Test), or Quantiferon test, or a Chest X-ray for TB.**

***Passionate about Teaching
Dedicated to the next generation of Caregivers***

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Registration Deadline

REGISTRATION INTO A CLASS IS CLOSED FIVE (5) BUSINESS DAYS PRIOR TO THE FIRST DAY OF CLASS

Students must submit their completed registration packet and any required pre-registration prerequisite / eligibility documentation at least five (5) business days before the first day of class:

- View an Online NA-1 Information Session and submit their digital signature** acknowledging they have viewed, received, understand, and agreed to the information covered in the presentation.
- Submit their **completed, signed, and dated registration packet, pre-registration prerequisite/eligibility documentation, and current negative TB test** to the business office.
- Provide a copy of a **current government issued, signature-bearing, PHOTO ID** with their legal name and birth date for identity verification.
- Reserve A Spot!** When registering for a class, students **may make a minimum \$900 down payment of their program tuition to reserve their seat in an upcoming class.** *Before a payment reserving a student's seat in class will be accepted, students must submit their completed registration packet, any required pre-registration prerequisite /eligibility documentation and select a class/clinical schedule.*
- Students must pay their **\$1,475 NA-1 Program Tuition IN FULL** at least two (2) business days prior to the first day of class, unless they have made a minimum **\$900 TUITION DOWN PAYMENT** and set up a **TUITION PAYMENT PLAN (\$45)** at the business office *at least two (2) business days prior to the first day of class.* **Tuition final payments must be received no later than the business day prior to the final exam** or the student will incur an additional **\$75.00 late payment plan fee** and they will not be eligible to take their final exam. Student programs will be placed on hold until they have made their final tuition payment and late payment fee. *Sponsored NA-1 students are not eligible for a payment plan.*
- Select a class/clinical schedule.**

A Well-Groomed Professional Appearance Is Required Throughout The NA-1 Program

Hair is to be pulled back and confined. Beards neatly trimmed. Tattoos must be covered. Minimal jewelry. False fingernails and chipped nail polish are not allowed. No fragrances.

Required Items for the First Day Of Class

- ✓ **Masks:** Must be worn when required by the CDC, OHA, or other State of Oregon government regulatory bodies. **Name Tag:** *(provided by the school)*
- ✓ **Dress Code:** Neat, clean, casual clothing that fits well *(not tight or revealing)* and in good repair *(not frayed, ripped, torn)* may be worn during class sessions only. Shorts, skirts above the knee, or sagging are not allowed.
- ✓ **Note-taking Supplies:** *(i.e.-paper, post-it flags, notebook/3-ring binder, highlighters, pens/pencils, etc.)*

Required Items for Labs & Clinical

- ✓ **Masks/PPE:** Must be worn in labs as required by the CDC, OHA, or other State of Oregon government regulatory bodies, and by facilities during clinicals.
- ✓ **Name Tag:** *(provided by the school)*
- ✓ **Uniform:** Scrubs *(any color, pattern-2 sets)*
- ✓ **Shoes:** *(athletic shoes, fully enclosed non-skid soled work shoes)*
- ✓ **Medical Equipment:** **\$45 Cuff/Stethoscope Kit** *(available for purchase through the school; equipment also priced individually /* **Gait Belt:** *(provided by the school)*
- ✓ **Watch w/second hand**
- ✓ **Note-taking Supplies**

Required Clinical Documentation Deadline

All clinical eligibility documentation must be completed, submitted, and confirmed by the school business office at least two (2) business days prior to the first day of class, or students will be removed from their scheduled clinical rotation and moved to a wait list to go into the clinical setting. **CPR classes scheduled through the school must be completed prior to the beginning of the student's clinical rotation.**

- AHA BLS CPR Card: \$65/AHA BLS CPR Class** *(Submit a current AHA BLS CPR card to the business office, or sign-up for CPR class at the school.)*

- Substance Abuse Screening: \$60** (*Drug screening ONLY AVAILABLE through the school's service provider.*)
- Immunization Documentation: Documentation is NOT REQUIRED for students in the NA-1 training program.** CTI has obtained exemptions from OHA regulations from clinical NA-1 training partners for the following immunization documentation: Hep B (*Hepatitis B*), MMR (*measles, mumps & rubella*), Tdap (*tetanus, diphtheria & pertussis*) and Varicella (*chicken pox*).
- Influenza (Flu) Vaccine:** Clinical sites MAY REQUIRE NA-1 students obtain and provide documentation of the flu vaccine prior to the start of their clinical rotation during the flu season.
- COVID-19 Vaccine:** Clinical sites MAY REQUIRE that NA-1 students obtain and provide documentation of receiving the COVID-19 vaccine, prior to the start of their clinical rotation during a declared pandemic.