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INTEGRITY ♥ STEWARDSHIP ♥ RESPONSIBILITY ♥ RESPECT ♥ PROFESSIONALISM

ONLINE NURSING ASSISTANT (NA-1) SELF-PACED PROGRAM

Caregiver Training Institute invites you to enroll in our Online Nursing Assistant Level 1 Self-paced training program. The program totals 163 hours. It consists of 53 hours of online didactic classroom training in a video-lecture presentation format, 35 hours of skills labs on-campus, and 75 hours in a clinical rotation at 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 Online NA-1 Self-paced Program is offered throughout the year. Caregiver Training Institute allows students to start the Online NA-1 Program at any time following registration.
- **At registration, students must select their final exam date and their on-campus lab schedule.** The final exam date must be scheduled in a two-week window prior to the start of labs. If students fail to complete the 53-hour didactic portion of their program prior to their scheduled final exam date and selected lab schedule, and they will incur a fee to reschedule their program.
- **Online NA-1 Program students must have a reliable computer or tablet with a microphone and camera, an internet connection, and an email address.**
- **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.
- The Online NA-1 Program offers more flexibility and is ideal for students with a busy schedule who are self-motivated, self-disciplined, and able to work independently during the online didactic classroom portion of the program.

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.

Registration Deadline

Online NA-1 Self-Paced Program Students Must Complete

The Following Steps *PRIOR TO REGISTRATION*:

- 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.**

Passionate about Teaching

Dedicated to the next generation of Caregivers

Revised 7-01-2021

- Online NA-1 students must pay their \$1,500 Online NA-1 Self-paced Program Tuition IN FULL at registration**, unless they set up a tuition payment plan at registration. *Sponsored Online NA-1 Program students are not eligible for a payment plan.*
- Online NA-1 students must pay a \$45.00 TUITION PAYMENT PLAN fee to set up a payment plan and make a minimum \$900.00 TUITION DOWN PAYMENT prior to being granted access to online didactic training.**
- Tuition final payments must be received no later than the business day prior to the scheduled 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.
- 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 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** *(i.e.-paper, post-it flags, notebook/3-ring binder, highlighters, pens/pencils, etc.)*

Required Clinical Documentation Deadline

All clinical eligibility documentation must be completed, submitted, and confirmed by the school business office prior to an Online NA-1 Program student beginning the didactic portion of their program or the student 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 Online NA-1 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 Online 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 Online 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.