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## **NURSING ASSISTANT (NA-1) ONLINE SELF-DIRECTED PROGRAM**

Caregiver Training Institute invites you to enroll in our Nursing Assistant Level 1 Online Self-directed 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. Students are assigned individual logins to access online program modules and materials during the didactic classroom portion of the program, and are provided with consultation and additional clarification by OSBN-approved faculty within 72 hours of a student's inquiry. 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 Description**

- ✓ **The NA-1 Online Self-directed Program is offered throughout the year.** The program offers 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. Caregiver Training Institute allows students to start the program at any time following registration.
- ✓ **At registration, students must select their final exam date and lab / clinical schedule. Students have a MAXIMUM OF 90 DAYS to complete the online didactic portion of their program and pass their final exam.**
- ✓ **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, they will have one (1) opportunity to reschedule their final exam and lab/clinical schedule at no cost. Subsequently, students will incur rescheduling fees to reschedule their program.
- ✓ **NA-1 Online Self-directed Program students must have a reliable computer or tablet with a microphone and camera, an internet connection, and an email address.**

### **Eligibility Criteria**

- **Must be at least 16 years of age.** (*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.**

### **Registration Deadline**

**NA-1 Online Self-directed Program students must complete the following steps PRIOR TO REGISTRATION:**

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- View an Online NA-1 Information Session and submit your digital signature** acknowledging you have viewed, received, understand, and agreed to the information covered in the presentation.
- Submit your completed, signed, and dated registration packet and pre-registration prerequisites/eligibility documentation to the business office.**
- Provide a copy of a current government issued, signature-bearing, PHOTO ID** with your legal name and birth date for identity verification.
- NA-1 Online Self-directed students must pay their \$1,475.00 tuition IN FULL at registration**, unless they have made a minimum **\$900.00 TUITION DOWN PAYMENT** and paid a **\$45.00 fee** to set up a **TUITION PAYMENT PLAN** at the business office **prior to being granted access to online didactic training.** (Sponsored and partially sponsored students are not eligible for a payment plan.)

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- 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 will not be eligible to take their final exam. Their student programs will be placed on hold until they have made their final tuition payment and late payment fee.
- Select your 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: The use of PPE is required in clinical, but the use of face masks is optional in labs.** Masks must be worn when required by the CDC, OHA, or other State of Oregon government regulatory bodies.
- ✓ **Name Tag:** *(provided by the school)*
- ✓ **Scrubs Uniform:** *(any color, pattern-2 sets recommended)*
- ✓ **Shoes:** *(athletic shoes, fully enclosed non-skid soled work shoes)*
- ✓ **NA-1 Program Textbook:** *(the required textbook is available for purchase at the school for \$60.00, or as a Textbook/Workbook Combo Set for \$90.00)*
- ✓ **School Handbook & CTI Policies-OSBN & DHS Regulations Manual:** *(provided by the school)*
- ✓ **Medical Equipment: \$45.00/BP Cuff & Stethoscope Kit** *(available for purchase through the school; equipment also priced individually)* **Gait Belt:** *(provided by the school)*
- ✓ **Watch w/second hand** *(not digital)*
- ✓ **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 BY THE FIRST DAY OF LABS, or you will be removed from your scheduled clinical rotation and moved to a wait list to go into the clinical setting.**

**Documentation for AHA BLS CPR training scheduled through the school must be completed PRIOR TO THE BEGINNING OF THE CLINICAL ROTATION.**

- AHA BLS CPR Card:** Submit a current AHA BLS CPR card to the business office, or sign-up for CPR class at the school. **\$70.00 / CTI AHA BLS CPR Class**
- Substance Abuse Screening: \$60.00** Drug screenings ONLY AVAILABLE through the school's service provider.
- Negative TB Screening:** Submit documentation of a current negative TB test via a QuantiFERON Gold blood test, T-SPOT blood test, TB Skin Test (PPD), and/or current Chest X-ray for TB.
- COVID-19 Vaccine:** Must be fully vaccinated (**14 DAYS PAST LAST REQUIRED DOSE**) against COVID-19.
- 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):** Students MAY BE REQUIRED to obtain and provide documentation of current Influenza immunization when the injection is available during the flu season. Hospitals will notify the school of timeframe requirements.

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