



NORTHEAST TEXAS COMMUNITY COLLEGE

Professional Education and Allied Health

CERTIFIED NURSE AIDE

APPLICATION INFORMATION



The Certified Nurse Aide at Northeast Texas Community College is a nine week course series designed to prepare students to take the state certification test with NACES. This 80-hour course prepares entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. The nine week course consists of 9 weeks of class with clinical experience at a local Nursing facility. Certified Nurse Aides handle the day-to-day care of a patient in a hospital, assisted-living and long term care facilities as a patient care technician, or as a home-health aide.

Topics for the course include residents' rights, communication, safety, observation, reporting, and assisting residents in maintaining basic comfort and safety. Emphasis is placed on effective interaction with members of the health care team. Upon successful completion of the course, students will be eligible to sit for the Texas registry examination. Certification as a nurse aide will also enable the student to work as a home health aide.

A certified nursing assistant's top priority is to support the physical and emotional daily-care needs of a patient. CNA's work under the supervision of nursing and medical staff. While much of the work—bathing, dressing, feeding, and recording vital signs aren't as glamorous as some other positions, CNA's often have the most patient contact; therefore, it is the position that often makes the greatest impact. Home health aides have a particularly important role in patients' lives, as they provide care for elderly, disabled, or convalescent persons in their own homes.

NEXT CNA CLASS STARTS JUNE 4TH, 2012

Acceptance to the Certified Nurse Aide Program at NTCC is based on the following criteria:

1. Applicants must be 18 years of age and have a High School Diploma or GED certificate. A copy of the document must be included.
2. Applicants must submit proof of **CPR for Health Care Providers** course completion. The Continuing Education department offers CPR for Health Care Providers each month except December and May. The cost of the course is **\$50. Next Classes: 2/18; 3/31; 4/21; – 8am to 4 pm.**
3. Applicants must submit proof from a licensed Health Care Provider of Hepatitis B injections. **** Admittance is allowed if student has completed 2nd Hepatitis B injection. *If proof of the second injection is not submitted by the first class day, the student will be dropped from the program.* Completion of the series of 3 injections is recommended; however, **if you are pregnant or have a medical condition, seek the advice of your health care provider before beginning the Hepatitis B vaccine.****

It is the policy of Northeast Texas Community College not to discriminate on the basis of gender, race, color, national origin, disability or age in its educational programs, activities, or employment policies.

4. Applicants must submit immunization records to determine if booster shots are necessary. If boosters are necessary, proof will be required of the injections given by the first class day. Failure to submit proof of required boosters by the first class day will result in the student being dropped from the program. **If you are pregnant or have a medical condition, seek the advice of your health care provider before receiving any booster shots.**
5. Applicants are also required to submit a current TB test result. If a TB test shows positive, students will be required to have a chest X-Ray as proof that they do not have active Tuberculosis. Results are good for one year. **If you are pregnant or have a medical condition, seek the advice of your health care provider before receiving a TB test.**
6. Applicants must take the TABE test and submit the scores with application. The TABE is the Test for Adult Basic Education. TABE is a diagnostic test used to determine a person's skill levels and aptitudes. The TABE test is available free of charge in the Academic Skills Center (ASC) at NTCC. It is the responsibility of the students to contact the ASC to set up a time to test. The ASC will also have the students write a brief paragraph stating their reasons for wanting to become a phlebotomist. The direct line to the Academic Skills Center is 903-434-8244. If the applicant has previous college course work, students may submit THEA Test scores or equivalent examination scores such as Quick THEA, COMPASS, or Accuplacer. **Please note:** *If you are THEA exempt or waived based on TSI requirements, you must still take the TABE test and submit scores with your application. This is the entrance test for the Certified Nurse Aide Program, so scores are required regardless of TSI status.*
7. Applicants must complete and submit the Applicant Form, Applicant Questionnaire, Application Checklist. All forms are included in this packet. Applications must be submitted to Lisa York in the Continuing Education Department. The direct line to Mrs. York is 903-434-8134.
8. Twelve applicants will be selected for the class, along with two alternates. Alternates will be allowed into the program if the selected applicants choose not to participate or become ineligible to participate. Applicants are evaluated on an admission rating scale and will be notified by mail thirty days after application deadline.
9. Completed applications, application checklist information, and all other documents must be returned in the application packet folder to the following address:

**Northeast Texas Community College
Continuing Education – Attn: Lisa York
P.O. Box 1307
Mt. Pleasant, TX 75456-1307**

Applications and all documentation must be submitted by May 11TH

** Applications may also be hand delivered to the Continuing Education office, located in the Business Technology Building office 111. There are often more applicants than available positions in the Certified Nurse Aide Program and not all students who apply are accepted.

***Please be aware that in the event that there are not enough qualified applicants to justify having the class, the class will be cancelled and applicants will be notified. Application to the program does not guarantee admission. Students that are granted admission to the program will be notified regarding when and where to register.

Financial Aid

Financial Aid is only available for eligible students in the form of TPEG. For information on the TPEG grant, students should contact the Financial Aid Office in the Administration Building on the Northeast campus for more information. To be awarded the TPEG grant, students must be enrolled in a Continuing Education course. Upon registering for the CNA class, students will be asked to complete a TPEG application and will submit to Financial Aid to determine eligibility.

It is the policy of Northeast Texas Community College not to discriminate on the basis of gender, race, color, national origin, disability or age in its educational programs, activities, or employment policies.



NORTHEAST TEXAS COMMUNITY COLLEGE

Professional Education and Allied Health

CERTIFIED NURSE AIDE PROGRAM

ADMISSION CHECKLIST

TABE, THEA (or equivalent) _____

QUESTIONNAIRE/PARAGRAPH _____

APPLICANT – At least 18 years old _____

GED/HIGH SCHOOL DIPLOMA _____

TB TEST RESULTS _____

HEPATITIS B SERIES COMPLETE THROUGH 2ND INJECTION _____

(2ND SHOT WILL BE TAKEN _____)

SHOT RECORDS COMPLETE _____

(BOOSTERS NEEDED: _____)

PROOF OF CPR FOR HEALTH CARE PROVIDERS _____

COPY OF DRIVERS LICENSE _____

COPY OF SOCIAL SECURITY CARD _____

TOTAL _____

STATUS:

- ADMITTED
 NOT ADMITTED
 PENDING
 ALTERNATE

RESULTS _____

It is the policy of Northeast Texas Community College not to discriminate on the basis of gender, race, color, national origin, disability or age in its educational programs, activities, or employment policies.



NORTHEAST TEXAS COMMUNITY COLLEGE

Professional Education and Allied Health

PROFESSIONAL EDUCATION & ALLIED HEALTH

PROGRAM ADMISSION APPLICATION FORM

Application for:

CERTIFIED NURSE AIDE _____

MEDICATION AIDE _____

Social Security No. _____

Date _____

Print Name in Full _____
Last Name First Name Middle

Other Legal Names Used (maiden) _____

Work Telephone _____ Home Telephone _____

Present Address _____
Number & Street (or R.D.) City State Zip

E-Mail Address if Available _____

Did you or will you graduate from high school? YES NO

If not graduated, have you completed a GED? YES NO

Below, give information concerning college, university or other schools attended:

Name of School	City & State	Date (From-To)	Reason for Leaving

Have you previously made application to any of the Allied Health Programs?

YES (Date _____)

NO

I certify that the information given on this application is complete and correct.

Date _____

Signature of Applicant _____

It is the policy of Northeast Texas Community College not to discriminate on the basis of gender, race, color, national origin, disability or age in its educational programs, activities, or employment policies.

