



Certified Nursing Assistant Training Syllabus 2023

Program Director Tina Baxter, GNP-BC

Clinical Instructor

Suggested Prerequisites: HS diploma or GED

Contact Hours: (30 state required) hours classroom

(75 state required) Clinical/lab hours

Total 105 hours **REQUIRED TO PASS COURSE**

Course Description: This course is designed using the Indiana State Board of Health approved curriculum. After successful completion of the course, each participant will be eligible to take the state nursing assistant certification exam and will be eligible in a long-term care setting. After working as a Certified Nursing Assistant for ninety days, the student has the opportunity to become a Home Health Aide. Additional course hours include resume building workshop, job application skills, and mock interviewing skills to further enhance student's education and to build for a successful career in the health field.

Medical Anatomy & Physiology introduces students to the structure and function of systems and subsystems of the human body. The A&P taught in this course has a medical orientation, particularly in preparation for careers in the health care systems. The course covers normal aging and abnormal health conditions.

Medical terminology prepares students with language skills necessary for effective, independent use of health and medical reference materials. It includes an introduction to health and medical abbreviations and symbols. This introduction builds skill in pronouncing, spelling, and defining new words encountered

in verbal and written communications. Students have the opportunity to acquire skills in interpreting medical records and communications accurately.

Anatomy & Physiology and Medical Terminology serve to compliment and mutually reinforce the content learned. While the students learn about body parts and function, they inadvertently acquire Medical Terminology skills. As the student learns medical terms, anatomy and physiology is reinforced. This will serve to help the student to successfully render patient care as a nursing assistant.

Text Books: Hedman,S.A., Futzy, J., & Howard, K. (2022). Hartman's Nurse Assistant Care Long-term care. 5th Edition. Hartman Publishing, Albuquerque, New Mexico. (with accompanying workbook).

Supplemental Text :

Gillogly, B. & Conley, M. (2010) Skills and techniques for the new nursing assistant textbook, 8th Ed. Medcom Trainex, Cypress, CA.

Taber Medical Dictionary

American Heart Association CPR for HCP text

Hartman video series

Course Requirements:

Class Acceptance:

Acceptance into this class assumes you have no restrictions on lifting and that you are free from communicable disease. A physical exam verifying the above-mentioned items is due before the start of clinicals. **Students who have not submitted the required physical, tuberculin skin tests, and criminal history background checks by 48 hours before the first scheduled clinical will not be eligible for clinical placement and may be withdrawn from the class without refund.** Students who are pregnant must inform the faculty and a release from your physician is required to participate in the course due to the possible exposure to blood-borne pathogens and the lifting requirements in the course.