

NURSING CAREERS

COURSE DESCRIPTION

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Nursing careers is a course designed for students who are interested in obtaining the Michigan Certified Nursing Assistant certificate. The class covers both the state mandated health careers curriculum for career and technical education and the nurse aide training curriculum. The second semester involves a 12 week clinical experience at the Tuscola County Medical Care Community where students will be caring for residents as part of their training. Presently, the demand for almost all health care careers is very high. In particular, the demand for RNs is extremely high in virtually all areas of the country. There is also a tremendous need for certified nursing assistants (CNAs). The demand for occupations in the nursing field is not only presently high, but is projected to become even higher as the Baby Boomer population is aging and demanding more health care services.

Goals and Objectives:

The goals and objectives in the Nursing Careers classroom address both the Career Technical Education Health Careers curriculum (based on the National Health Care Skill Standards) and the Michigan Nurse Aide Training curriculum. The goals and objectives pertain directly to the following areas:

The long term care facility	Academic foundations
The long term care resident	Medical terminology
Resident rights/law/ethics	Teamwork
The nurse aide responsibilities	Health care systems
Human interaction skills/Communication	Health maintenance
Infection control and safety	Employability skills
Emergency procedures	Work based learning
Basic personal care skills	Personal health and wellness

Student Expectations:

Being a CNA is very much an adult career and this Michigan Nurse Aide training program is being extended to high school students who are **mature and trustworthy**. It is expected that students will possess a desire to work with people and maintain dependable, friendly, and courteous, mature behavior. Each student is to follow guidelines set in the Tuscola Technology Center Student and Parent Handbook, as well as the classroom rules and norms.

High School Graduation Credits

Nursing Careers offers the 3rd level science and the 4th level math credits that are required for high school graduation. Please check with your counselor regarding your credits.

HOSA

The students will have an opportunity to become members of Health Occupations Students of America (HOSA). This is an organization that gives students the opportunity to compete with other HOSA members in technical health care skills and leadership skills. Students are strongly encouraged to participate in HOSA in order to better develop their leadership abilities in the health care professions.

Attendance Policy:

Because this is a State of Michigan approved nurse aide training program, the Nursing Career class has a strict attendance policy in order to meet standards set by the state.

The following attendance awards will be issued:

0 absences for the year:	perfect attendance certificate and seal
1 – 5 absences for the year:	outstanding attendance seal
0 absences for marking period:	perfect attendance for marking prd. certificate
0 – 10 absences for year:	earning a nursing careers certificate

The attendance policy is as follows:

Upon an absence, a parent should call Student Services at 989.673.5300 or the student should bring in documentation regarding the reason for the absence *within 48 hours* (i.e. doctor's note, note from parent, death notice, etc.).

Your absence will be determined by the assistant principal as either excused or unexcused. Students will not receive credit for work and assignments during an unexcused absence. However, if a major test or project is missed, it will be made up with credit given at a time deemed appropriate by the instructor.

More than 5 absences (excused or unexcused) for the semester are considered excessive. Students who have more than 5 absences will have the opportunity to make up days *for excused absences only*. These will occur after school hours and must be arranged through the instructor. The students must arrange for their own transportation and follow all other guidelines set in the TTC Student and Parent Handbook under "Request to Make Up Time". At the end of each semester, should the student have more than 5 absences, *the student will not receive a Career Technical Education certificate, nor will be recommended for CNA testing.*

It is expected that no optional absences or family vacations will be taken during the clinical portion of the class, unless they occur during Spring Break or other scheduled days off. Again, this is mandated in order to meet the state attendance standards.

If the student has more than 8 absences at the end of either semester (excused or unexcused), not only will the student be unable to earn a Career Technical Education Certificate, but the student's semester grade will also drop one full letter grade (i.e. from a B to a C).

Student Assessment and Grading:

Your class grade will be calculated according to the following breakdown:

- 80% Combination of homework, tests, and projects
- 10% Daily Professionalism
- 10% Lab Grade

Daily Professionalism will be evaluated on study skills, work habits (demonstrating employability skills, class participation, class rules and norms, completion of assignments, etc.), and respect for fellow students and staff. Daily Professionalism will be evaluated by the instructor on a weekly basis.

The lab grade will be determined by the level of proficiency demonstrated while performing the assigned lab skills. The lab grade will be evaluated by the instructor on a weekly basis.

In order to be eligible to participate in the clinical experience during the second semester, each student must be *passing each grading category* listed above with a 75% or better.

Cell Phones:

Cell phone use during class is strictly prohibited. All students will put their cell phones in a designated area. If the phone is visible anywhere in the classroom other than the designated area, this is considered the first offense. If the student is caught using the phone in class this considered the second offense. However, students will be allowed to use their phones during official breaks, only if their phone has been placed in the designated area. The policy for these offences are as follows:

First offense: a discipline referral write up, notice sent to parents

Second offense: Teacher or staff takes the phone until a parent picks it up

Clinical Work Experience:

The students will be furthering their studies through a clinical experience at the Tuscola County Medical Care Community during the second semester. This typically takes place from the second week in March to the third week in May. During the work experience, a pair of navy blue scrubs and a watch with a second hand will be required. *These will be at the students' expense.* Also, please note that *there will be no tongue, nose or brow piercings allowed during the clinical experience.*

Seasonal Flu Shot and TB Test:

The Tuscola County Medical Care Community and the Caro Community Hospital

requires that each student receive the seasonal flu shot. If you have health insurance, it may cover all or part of the cost of the vaccine, otherwise, most places charge \$30-40. Your doctor's office, the Tuscola County Health Department, Caro Rite Aid, and Caro Walmart all offer the flu shot. More information will be sent home shortly. All students are also required to have a TB test before attending clinicals and engaging in patient care. With parent permission, an RN from the Tuscola County Health Department will administer the TB test here at school. Information and permission slips will be sent home shortly regarding this.

Nursing Assistant Certification:

The Michigan nurse aide training program is imbedded in the Nursing Careers class. The overall objective of the nurse aide training program is the provision of quality services to residents at the Tuscola Medical Care Facility by nurse aides who are able to:

1. Form a relationship, communicate, and interact competently on a one on one basis with residents
2. Demonstrate sensitivity to residents needs through skillful and directed interaction
3. Attain and maintain functional independence on a professional level
4. Support and promote residents' rights
5. Attain and maintain observational and documenting skills in assessing residents' health

To be eligible to take the Michigan CNA certification test, the student must first earn the Nursing Careers Certificate of Completion. To earn a Nursing Careers Certificate, each student must:

1. Complete and pass the written and skills competency testing in the spring
2. Have no more than 5 absences for each semester
3. Earn a C (75%) or better for all four marking periods, clinicals 100%
4. Meet the attendance policy during clinicals and throughout the year

Upon successful completion of the nursing careers class, each student will be eligible to take the certified nursing assistant test (CNA test), which is conducted by the State of Michigan. The total cost of all testing fees is \$125.00. **Each CNA candidate is responsible for these fees up front before testing. However, if the student is currently employed or receives an offer of employment from a federally certified facility (i.e., nursing home, or county medical care facility) within one year of passing the exam, the State of Michigan will provide for reimbursement of the costs incurred.** Please call me if you have any questions regarding these fees.

Students With Special Needs

Each student that enrolls in Nursing Careers that may have special needs is given extra support for attaining success by following the necessary accommodations delineated in their IEP.

Cheating

Students who are caught cheating will be forced to find another Tech class or return to their high school. The State of Michigan mandates that any student caught cheating in a state approved nurse aide training program will be immediately removed from the class.

Missed Exams and Assignments

As stated in the TTC Parent and Student handbook, students are expected to make up all work missed during excused absences. It is the student's responsibility to contact their instructor for make-up assignments. The student will be allowed the same number of days to complete make up assignments as the number of days that he/she was absent. Students will NOT be permitted to make up assignment missed during unexcused absences

School Supplies:

The following items will be needed for class this year:

1. 3-ring binder (2 inches)
2. watch with a second hand
3. pencil
4. black pen
5. highlighter
6. a working email address

CNA Testing:

Students who have met all of the class standards will be eligible to take the State of Michigan Certified Nurse Aide exam at the end of the school year. In order to take the exam, each student must have a valid driver's license or state issued I.D.

Probation Policy:

If a student violates any of the above rules and expectations, he/she has been unable to demonstrate dependability in the classroom and/or on the job and will be placed on probation. A meeting will be held with the student, the instructor, the student's parent(s), and the assistant principal to discuss the student's ability to meet the expectations for the remainder of the school year. The probationary status will be placed in the student's file and the student's possibility of earning a Nursing Careers Certificate will be uncertain, based on the circumstances of the infraction. *As a result, if the student does not earn a Nursing Careers Certificate, the student will not be eligible for CNA testing with the state of Michigan.* If the student's infraction is found to be correctable and the student has no further infractions for the remainder of the school year, the probationary status will be lifted and the student will be granted a Nursing Careers Certificate.

Articulated Credits:

The Nursing Careers class currently articulates college credit with the following post-secondary institutions:

Baker College	Medical Terminology	2 credits	
	CNA (must pass exam)		5 credits

Davenport University	CPR	1 credit
	Medical Terminology	3 credits
Delta College	Intro to Health Careers	2 credits
	CNA Training	4 credits
	Community First Aid	1 credit
Mott College	CPR	1 credit

Class Norms:

- DEMONSTRATE MUTUAL RESPECT FOR ONE ANOTHER
- LISTEN CAREFULLY WITH THE INTENTION TO UNDERSTAND
- CONTRIBUTE TO YOUR OWN AND OTHERS' LEARNING
- SEARCH FOR INSIGHTS AND PERSONAL CONNECTIONS
- SET ASIDE JUDGEMENTALNESS

Class Rules:

1. Refrain from wearing hats in the classroom.
2. Wear clothing daily that sufficiently covers the midriff, cleavage, and buttocks.
3. Refrain from eating and drinking in class (except on designated days/times).
4. Anyone that needs to leave the classroom must ask the instructor and have the hall pass in their possession. A direct route must be taken to and from the destination.
5. All students will have assigned seats for many of the class activities.
6. Students must strictly adhere to the cell phone policy described above.
7. The use of all lab equipment is for educational purposes only!
8. Leave the lab looking neat and clean.
9. The use of the computers requires the consent and presence of the instructor.

Dear Parent(s),

Please let me introduce myself, I'm Mrs. Grady and this is my first year at the Tech Center. I couldn't be more excited to have your child in my class! I come to this position with 13 years of nursing and long term care experience. I am very excited to help the students learn about the profession I love and while they don't have to be a CENA or nurse when they leave this class, I do hope they leave with a better understanding about the human body and a glimpse into many different healthcare career options.

I want to formally state this is a very serious class at times, we will cover very adult topics about the human body and death. In clinicals students will be working with real residents and must maintain a mature and respectful attitude at all times. Your child will be exposed to sensitive health information and must maintain confidentiality, they are not to share this information with anyone.

I know this is a lot of information presented at once. Please call if you have any questions or concerns at all about the information provided! If you have no questions at this time, *please sign the enclosed signature form indicating that you have read this syllabus and have your son or daughter return it to me as soon as possible.*

Thank you for taking the time to read about our busy classes! I am looking forward to a great year and I hope to meet all of you at some point in the next few months!

Sincerely,

Maggie Grady, RN, BSN
Nursing Careers Instructor
989-673-5300

NURSING CAREERS

PARENT AND STUDENT SIGNATURE FORM

Yes, I have read the information provided to me in the syllabus regarding Nursing Careers at the Tuscola Technology Center. I have no questions at this time regarding the curriculum, student expectations, clinicals, cell phone policy, attendance policy, the flu shot, or TB test. I will call, without hesitation, if I have questions in the future.

Parent signature

Date

Day phone

Evening phone

Email address

Cell phone

Student signature

Date