

QAVTC/WCR
Health Occupations I & II

Teacher: Mrs. Failor RN, RLC, IBCLC
217-242-5765

Class Location: Theory: QAVTC Room 209 Clinical sites: Good Samaritan Home/Blessing Hospital
E-Mail: jill.failor@gmail.com
Available: anytime via email or via cell from 2-9 M-T-Th-F and 7-9 W

Course Description:

This course prepares students with the necessary skills and education to become successful as a nursing assistant. At the end of this course, students will meet all the requirements in order to take the State exam for certification.

Mission Statement:

The mission of this class is to guide and support students to become a kind and compassionate nursing assistant through training, education, and clinical experience. The course will provide them the skills to pursue employment and/or continuing education in a specific health care career.

Philosophy:

QAVTC Health Occupation Program believes that every student has the opportunity to succeed through guidance and support. We maintain training, educate, and provide experience to help them succeed in the path they choose, being employed or furthering education in the healthcare field.

Prerequisites:

Social Security card, Health Care Worker background check, 2 step TB screening, ID card (school), Medical insurance card, Additional screenings may be required by school or health care facilities. This may include nasal swab testing, health screening questionnaires, temperature checks, and other requirements based on guidelines from ACHO, IDPH, CDC, and other resources. More information may follow for preparation of clinical sessions in October.

COVID vaccination

Covid vaccination and booster is required by clinical facilities before clinicals begin. If you are wanting an exemption, then HR (Human Resources) at Good Samaritan Home will need to be contacted and their exemption will need to be completed and approved. Covid testing will be done as per facility guidelines and information will be given closer to clinicals as guidelines change frequently. DOCUMENTATION OF COVID VACCINATION OR EXEMPTION NEEDED BY LAST WEDNESDAY OF SEPTEMBER.

For Health Occupations I students:

TB testing (2 step) is required for clinical sessions. TB testing is provided at area clinics and physician offices.(check with the office regarding cost, hours, and insurance coverage) Adams County Health

Department also provides TB testing on Mondays, Tuesdays, Wednesdays, and Fridays from 8-12 and 1-4 for a fee of \$20 per test. The h(other health departments offer TB testing also-check with site for hours and cost). PLEASE BRING DOCUMENTATION OF TB TESTING RESULTS (2-STEP) TO CLASS WHEN SCHOOL BEGINS IN AUGUST. DOCUMENTATION DUE NO LATER THAN LAST WEDNESDAY IN SEPTEMBER.

Course Objectives:

At the completion of this course the student will:

- 1. Define role and responsibility of nursing assistant as part of the healthcare team.**
 - 2. Communicate effectively to residents, healthcare team, and instructors.**
 - 3. Perform basic nursing skills to residents independently under clinical instructors supervision.**
 - 4. Understand the disease process of common disorders and diseases affecting residents.**
 - 5. Assess residents and report any concerning observations to appropriate team member.**
 - 6. Apply knowledge learned to care for Alzheimer and dementia residents.**
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Course requirements:

Attendance: All students are required to attend lecture, lab, and clinical as scheduled. Per Illinois Department of Health requirements for nursing assistants, all students must complete at least 80 hours of theory and 40 hours of clinical hours. Due to this requirement, all scheduled classroom and clinical time is mandatory.

- 1. All students missing more than 4 classes per semester will need to withdraw from the course or a failing grade will be given. Tardiness and leaving class without permission will result in absence. Avoid appointment scheduling during class time to be in class to meet course requirements.**
- 2. All students cannot miss more than 3 clinical sessions per school year in order to meet the requirements set by IDPH. You are responsible to keep track of your clinical hours. The results will be the same as above if the requirement is not met. If you miss the bus for clinical, you will be counted absent. You will not be able to participate in clinical, if unable to successfully pass skills checklist within 3 demonstrations. This is to ensure safety to all residents involved in direct care by students.**

Mandatory Days: In order to meet all requirements set forth by IDPH and to be successful in this course, all days are required.

Makeup Policy: As stated before, the requirements set by IDPH are 80 hours of theory and 40 hours of clinical hours. Any make up time will be at the discretion of the instructor providing absences are excused and student plans on certifying during current school year. It is students responsibility to track clinical hours and discuss with instructor make up sessions.

Required Materials for Theory: Pencils/pens and notebook for notes Nursing Assistant a Nursing Approach textbook will be provided in the classroom. Laptops will also be in classroom for online use

Homework: All homework assignments or projects are due on their assigned dates. No points awarded for late assignments and grades will be lowered for late projects.

Grade Requirements:

An average of 80% or better (assessed at each of 4 quarters/terms) must be maintained for Nurse Aide/Assistant Certification. At the end of the second quarter, if the requirement is not being met, then you may be asked to drop the course. Course requirements must be successfully completed in order to apply for Nurse Aide Competency Evaluation (computer exam) that is administered through Southern Illinois University Carbondale. (The computer exam is given at John Wood Community College or Blessing Education Center) Application fee for exam is \$75.

Grading Scale:

The grading scale will be the same as QHS.

Grading Scale:

90-100-A

80-89-B

70-79-C

60-69-D

<60 fail

Method of Presentation: A variety of methods will be utilized in presenting materials to students including: discussion and sharing, review, videos, anatomical models, charts, worksheets, skills demonstrations, practices, and clinical performances.. Students are expected to participate in class discussion.

Performance Skills Checklist: Each student must successfully demonstrate the 21 IDPH required skills to complete the course along with knowledge of infection control principles, promoting resident's rights and independence, safety, and basic CPR. The student will have 3 chances to demonstrate the skill correctly. Inability to successfully demonstrate the skill will result in failure or need to withdraw from the course. You are responsible for your own learning!

"I attribute my success to this-I never gave or took an excuse." Florence Nightingale

Fingerprinting: not required for high school students

Medical Conditions: If any student has any medical condition that restricts class/clinical participation, they are to meet with the instructor immediately to discuss assistance. If a condition develops during the course, please discuss with the instructor and medical release will be needed to return.

Classroom Expectations:

- 1. Be respectful.**
- 2. Be responsible for your learning.**
- 3. Be engaged.**

Doing your best every day and following the rules will set you up for success in this course. These are additions to any those covered in your student handbook.

Textbook: **Nursing Assistant A Nursing Approach** Textbook and online version in classroom Books will stay in classroom. Permission from instructor will be needed to check out book for home use.

Academic Honesty: There will be no tolerance for cheating, plagiarism, fraud, or any other dishonest acts in this course. If this is brought to my attention or observed by me, it will result in failure of course.

Classroom rules:

1. Any disruptive behavior interfering with learning will not be tolerated and continuance of behavior will result in discussion with instructor and possibly removal from class.
2. Cell phones /ear pods are to be out of sight (in backpacks, purses, or basket on the instructor's desk) during class and lab. If needed for an emergency, please discuss with the instructor before class. Instructor will ask once to put it away and if not complied with, the cell phone will be placed in the basket until class is finished.
3. Make sure to bring all needed materials to each class. If needing to return to the locker for needed material, tardy will be given.

Clinical Rules/Dress Code:

1. Cell phones are not to be brought into clinical areas period. They can be left in the locker or QAVTC office. You will not get to participate in clinicals if your cell phone is on your person.
2. Professional behavior is only behavior acceptable in clinical areas. We are guests and they are helping us to get the experience necessary for this course.
3. Follow all HIPAA rules in maintaining confidentiality. Violation results in immediate dismissal from the program. This includes no social media.
4. Designated scrubs ordered at the beginning of year is the appropriate attire for clinical. Scrubs should be wrinkle free and clean. Rest of the uniform consists of white rubber soled shoes, full undergarments (briefs), socks, and name tag (school ID) with secure clip-no lanyards.
FAILURE TO WEAR COMPLETE REGULATION UNIFORM ON MORE THAN THREE OCCASIONS (CLINICAL SESSIONS) WILL RESULTS IN DISMISSAL FROM COURSE.
5. Hair must be neat, clean, and off of the collar. (Headbands not allowed in clinical settings) Hair color, length, style, and accessories must be conservative and appropriate for the healthcare environment. We must maintain patients/residents rights, safety, and a clean environment.
6. Small earrings (1 in each ear), class ring, engagement and/or wedding ring, and/or one single chain (without pendant) worn inside of uniform is permitted. A watch with a second hand or timer is necessary.
7. Body piercings/tattoos that are visible are not allowed in the clinical setting. Bandages for coverage are also not allowed.
8. Gum chewing and smoking are not allowed.
9. Bathing, deodorant, and oral hygiene are essential.
10. Nails are to be cleaned, trimmed, and in good repair. Nail polish, coatings,tips, and artificial nails are not allowed in clinical settings. This is for infection control and safety to our residents.

Evaluation Method:

Clinical journals are to be submitted to the instructor each week after clinicals. Clinical instructors will also evaluate students weekly. If additional help is needed on performance skill, it should be brought to the instructor's attention for further assistance.

Performance task sheets are used to evaluate a student's ability to perform the 21 manual skills required by IDPH. Some will be done in a skills lab while most will be done in a clinical setting under clinical instructors observation. Once skill is met the student may perform independently.

Each unit will have assignments, assessments, projects, quizzes, or tests for review of information. (Not all for each unit) The points earned will be included in students' grade

HOSA:

Students are encouraged to participate in HOSA (Health Occupation Students of America). More information to follow in class.

Permission Request:

The student will read, understand, and complete the permission request with the parent/guardian. A parent/guardian signature is required to complete. This shall be returned to the instructor no later than 8/31.

Student Contract:

The student will read, understand expectations, and complete the Student contract with parent/guardian permission. Student and parent/guardian signature required for completion. This shall be returned to the instructor no later than 8/31.

Contact Information:

Please contact the instructor for any questions. Contact information is located at the beginning of syllabus or QAVTC phone number is 217-224-3775 ext. 1813 (instructor) or 1801 (office).

Disclaimer: Any of the above rules and syllabus information are subject to change during course!

