Instructor Name
Pamela L Carnevale RN, BSN

Instructor Contact Information
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Program Description
This program provides instruction utilizing a holistic approach to provide basic care to people in a variety of health care settings. Students will understand how health care systems operate and will learn the skills necessary to function safely and efficiently in a health care setting. This program provides instruction both in the classroom and clinical setting. Clinical instruction is provided at local hospitals, long term care/rehab facilities, hospice, assisted living facilities, home care locations, and a variety of other health care settings. Instruction includes topics related to PCA scope of practice, basic patient care needs, infection control, basic medical terminology, nutrition, comfort, safety measures, first aid, CPR, vital signs, basic anatomy/physiology, record keeping, communication skills, interpersonal relationships and employability skills. Graduates of this program are eligible to take the Florida Department of Health Certified Nursing Assistant examination.

Program Objectives
Upon completion of this course, students will be able to:

1. Understand the roles and responsibilities of a nursing assistant working in various health care settings.
2. Perform basic and personal care skills according to the individual needs of the patients, residents, and clients in the health care setting.
3. Develop a basic understanding of body structure and function so that abnormal changes can be easily observed and reported.

Textbooks
Refer to PCA Required List/Program Cost Information sheet.
Physical Requirements
Students must be physically capable of performing nursing assistant duties such as bending, lifting, and carrying as determined by a physician.

Dress Code
The dress code for this program is scrubs. See the PCA Required List/Program Cost Information sheet for specific information.

Discipline
Personal cell phone use is prohibited in class. If there are any extenuating circumstances, please speak with instructor. See the Student Handbook regarding other aspects of discipline.

Background Checks
Be aware that working as a nurse aide, you will be subject to up to a Level II background check. If you have situations in your personal history that could possibly be questioned or eliminate your eligibility to work in the field, please discuss these matters with the instructor.

How You Are Evaluated
Focus gradebook percentages will be explained in class.

Attendance: Full time 0730-1400 - Approximately 10 Weeks. Further information regarding attendance and its importance will be discussed during orientation.

Competency/Performance Evaluation: Lab and Clinical Skills

Classroom: (assignments, tests, quizzes): Students must have a 70% average in all areas to participate in any clinical experience.

Employability Skills/Work Ethic: Attitude, approach to employment and teamwork, safety, professional appearance (observes dress code)

Grades
100-90 A
89-80 B
79-70 C
69-69 D
Below 60 F

Attendance
Attendance requirements will be explained in orientation and class. Refer to WTC Student Handbook for additional information.
Safety

Safety is an important aspect of patient care and will be incorporated during class, lab and clinical times. Use of proper body mechanics, safe operation of healthcare equipment and utilization of personal protective equipment is reinforced throughout the program.

Housekeeping Tasks

Classroom/lab housekeeping tasks will be assigned weekly.

Progress

See the below Occupational Completion Points. The PCA program is a lock step program and all students progress through at the same pace.

Florida DOE Occupational Completion Points

<table>
<thead>
<tr>
<th>OCP</th>
<th>Standards</th>
<th>Course Title</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01.0-11.0</td>
<td>Basic Healthcare Worker</td>
<td>90 hours Approximately 3 weeks</td>
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<tr>
<td>B</td>
<td>12.0-23.0</td>
<td>Nurse Aide and Orderly (Articulated)</td>
<td>75 hours Approximately 2.5 weeks</td>
</tr>
<tr>
<td>C</td>
<td>24.0-29.0</td>
<td>Advanced Home Health Aide</td>
<td>50 hours Approximately 2 weeks</td>
</tr>
<tr>
<td>D</td>
<td>30.0-31.0</td>
<td>Patient Care Assistant</td>
<td>75 hours Approximately 2.5 weeks</td>
</tr>
</tbody>
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Recommended Websites/Resources

Florida Nurse Aide Exam information [Prometric.com/nurseaide/fl]

Required PCA skills for Prometric State Exam on YouTube [4Your CNA]