

TENA 1100 - Nursing Assistant (3 Credits)

Course Description

The Nursing Assistant course introduces students to basic nursing skills in a classroom and laboratory setting.

Course Objectives

- Explain activities of daily living and nursing assistant scope of practice.
 - Describe how critical criteria such as recognizing and reporting, communication, infection control, safety, and residents' rights are applied in the care setting.
 - Demonstrate proficiency in all skills required for state certification.
 - Perform nursing assistant skills in a healthcare setting.
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Course Outline

- Certification and Introduction to Healthcare
 - Communication, Dementia, and Basic Human Needs
 - Infection Prevention, Safety, and CPR
 - Positioning and Ambulation
 - Resident Environment and Mental Health
 - Vital Signs
 - Personal Care
 - Digestion
 - Rehabilitation, Restoration, and End of Life Care
 - Practical Demonstrations and Final Exams
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Textbook & Reading Materials

Nursing Assistant: A Foundation in Caregiving, 6e, Diana Dugan RN, ISBN: 9781604251548

Workbook for Nursing Assistant: A Foundation in Caregiving, 6e, Hartman Publishing Inc., ISBN: 9781604251555

Classroom Hours

Mo, Tu, W, Th, Fr

8:00AM - 11:00AM

12:00PM - 3:00PM

5:30PM - 8:30PM

For a full list of course hours visit: [Course Schedule](#)

Instructor Contact Information

Dawn Chaplin — dchaplin@stech.edu
Kami Clarke — kclarke@stech.edu
Timothy Hatch — thatch@stech.edu
Amy Rupert — arupert@stech.edu

Office Hours: By appointment

Email is the preferred method of communication; you will receive a response within 24 hours during regular business hours.

Canvas Information

Canvas is the where course content, grades, and communication will reside for this course.

- stech.instructure.com
 - For Canvas, Passwords, or any other computer-related technical support contact Student Services.
 - Regular Hours and Weekdays (435) 586 - 2899
 - After Hours & Weekends (435) 865 - 3929 (Leave a message if no response)
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Course Policies

Prerequisites: Students must be 16 years old on the first day of class. Students must have a current CPR certification (The CPR course must have a hands on portion- Online only courses are not accepted) or ability to complete a course which is provided as part of the NA program Testing and Vaccine Requirements: Two PPD screenings (TB skin test) or Quantiferon Gold blood test; Hepatitis B (3 doses or a positive titer), Tdap immunization (within 10 years), 2 Varicella doses or positive titer, 2 MMR doses or positive titers; current season influenza vaccination (flu shot if clinicals are between October 1st and March 31), complete COVID-19 vaccination (Boosters not required) or signed exemption form. Documentation must be provided on Verified Credentials before attending clinicals or the end of the first term (if in high school) to remain in the course.

Background Check through Verified Credentials

Drug Screen submitted through Verified Credentials and completed at Workmed

Attendance: When students signed up for this class, they committed to a schedule and it is expected to be followed.

Southwest Tech requires 90 hours of in class attendance to complete this program. Students will need to come in and make up any hours they have missed. This can be arranged with the instructor. If a student has an issue with their schedule, they must contact an instructor as soon as possible. Students are required to attend 24 hours of clinical experiences at a long term care facility after completing the course material. These will be set up by the instructor and students will need to sign up for them.

Behavior & Attire: Students attire or behavior must be work or school appropriate. Students may be asked to change their behavior and/or attire if not appropriate. Wearing scrubs is encouraged but not required for the classroom setting.

Confidentiality: Students must safeguard the privacy and security of all patients and residents while providing or observing patient care as well as maintain the confidentiality of all protected health information. Actual patient care situations are to be discussed only with the instructor and in an appropriate setting for learning purposes. **Professionalism:** Students are required to demonstrate professional behavior in all settings. This includes, and is not limited to, classrooms, labs, clinical opportunities, and when utilizing social media. Professionalism includes being on time and in class when scheduled and using appropriate language. Any form of bullying will not be tolerated and may result in dismissal from the program.

Other Required Information: Clinical Experience: Students will have 24 hours of clinical experiences which will take place after school and on weekends at the end of the course. For these out-of-school experiences, the student is responsible for transportation to and from the clinical setting. Students may not attend clinicals if required skills are not first completed in the classroom setting as scheduled with the instructor. Students are expected to prepare thoroughly for clinical experiences with professional appearance, dress, attitude, mannerisms, skills preparedness, and punctuality. Clinical experiences are mandatory for certification eligibility and make-up times for absences will not be allowed except under extreme

circumstances. Two tardies = failing grade for clinical experiences

Grading: EACH exam score must be 75% or higher, all skills must be passed off at 100%, and an overall grade of 80% must be maintained in order to attend clinical rotations, pass the course, and be approved to sit for the state certification exam.

Grading Scale

A 90-100%

B 80-89%

F <79%

Weighted Course Breakdown

Exams 65%

Skills 25%

Assignments 10%

Cell Phone / Electronics Policy: Cell phones and other electronic devices may be used in class under the direction of the instructor. If use of a device is deemed inappropriate or distracting the device may be confiscated.

High School Power School Grades: Quarter student grades will be determined by student progress percentage. Faculty will use the higher percentage of either 1) quarter progress, or 2) cumulative progress for the current training plan year. The progress percentage will be used with the grading scale to determine the minimum grade. High School Grade Scale: The following grading scale will be used to determine a letter grade from the progress percentage:

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|--------------|---------------|---------------|---------------|
| • A 94 - 100 | • B 83 - 86% | • C 73 - 76% | • D 63 - 66% |
| • A- 90 - 93 | • B- 80 - 82% | • C- 70 - 72% | • D- 60 - 62% |
| • B+ 87 - 89 | • C+ 77 - 79 | • D+ 67 - 69% | • F 0 - 59% |

Additional Information

InformaCast Statement: Southwest Tech uses InformaCast to ensure the safety and well-being of our students. In times of emergency, such as weather closures and delays, this app allows us to promptly deliver notifications directly to your mobile devices. To stay informed and receive real-time updates, we encourage all students to sign up for notifications. Your safety is our priority, and staying connected ensures a swift response to any unforeseen circumstances. More information and directions for signing up are available at: <https://stech.edu/emergency-notifications/>

Internet Acceptable Use Policy: The student is expected to review and follow the Southwest Technical College Internet Safety Policy at: <https://stech.edu/students/policies/>

Student Code of Conduct Policy: The student is expected to review and follow the Southwest Technical College Student Code of Conduct Policy at: <https://stech.edu/students/policies/>

Accommodations: Students with medical, psychological, learning, or other disabilities desiring accommodations or services under ADA, must contact the Student Services Office. Student Services determines eligibility for and authorizes the provision of these accommodations and services. Students must voluntarily disclose that they have a disability, request an accommodation, and provide documentation of their disability. Students with disabilities may apply for accommodations, based on an eligible disability, through the Student Services office located at 757 W. 800 S., Cedar City, UT 84720, and by phone at (435) 586-2899. No diagnostic services are currently available through Southwest Technical College.

Safety and Building Maintenance: The College has developed and follows a variety of plans to ensure the safe and effective operation of its facilities and programs. The following plans are available online:

1) Facilities Operations and Maintenance Plan; 2) Technical Infrastructure Plan; and 3) Health and Safety Plan.

Withdrawals and Refunds: Please refer to the Southwest Technical College Refund Policy at: <https://stech.edu/students/policies/>

Any high school or adult student, who declares a technical training objective is eligible for admission at Southwest Technical College (Southwest Tech). Program-specific admissions requirements may exist and will be listed on the Southwest Tech website. A high school diploma or equivalent is not required for admission but is mandatory for students seeking Title IV Federal Financial Aid.

Non-Discriminatory Policy: Southwest Technical College affirms its commitment to promote the goals of fairness and equity in all aspects of the educational enterprise, and bases its policies on the idea of global human dignity.

Southwest Tech is committed to a policy of nondiscrimination. No otherwise qualified person may be excluded from participation in or be subjected to discrimination in any course, program or activity because of race, age, color, religion, sex, pregnancy, national origin or disability. Southwest Technical College does not discriminate on the basis of sex in the education programs or activities that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about Title IX and its regulations to STECH may be referred to the Title IX Coordinator, to the Department of Education, and/or to the Office for Civil rights.

If you believe you have experienced discrimination or harassment on our campus, please contact the Title IX Coordinator, Cory Estes: cestes@stech.edu, (435) 865-3938.

For special accommodations, please contact the ADA Coordinator, Cyndie Tracy: ctracy@stech.edu, (435) 865-3944.

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