Addendum to UAF/Northwest Arctic Borough School District
Tech Prep Articulation Agreement 2017 – 2018

University of Alaska Fairbanks
Chukchi Campus
PO Box 297, 604 Third Ave
Kotzebue, AK 99752

Northwest Arctic Borough School District
PO Box 51, 744 Third Ave
Kotzebue, AK 99752

Purpose:

In addition to the current General Tech Prep Agreement between the University of Alaska Fairbanks (UAF) Chukchi Campus and Northwest Arctic Borough School District (NWABSD), we have agreed to the following processes and criteria with respect to the Allied Health Program.

1. The Northwest Arctic Borough School District will follow UAF Allied Health Program based curriculum in coordination with the administration and faculty of the University of Alaska Fairbanks Chukchi Campus pertaining to the following courses:

   Allied Health

<table>
<thead>
<tr>
<th>UAF Course #</th>
<th>UAF Course Title</th>
<th>UAF Credit</th>
<th>NWABSD Course Title</th>
</tr>
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<tbody>
<tr>
<td>HLTH F107</td>
<td>Nurse Aide Training</td>
<td>9 Credits</td>
<td>Certified Nurse Aide Training</td>
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</tbody>
</table>

   NWABSD will teach for the attached outcome:

   1. The attached syllabus will be followed.
   2. NWABSD will provide the support necessary for students to be successful in these course(s) which may include computer support, reference books, and academic assistance.
   3. Chukchi Campus will process student registrations.
   4. In order to receive concurrent credit, the student will register for the Tech Prep class during the semester in which the competencies will be completed.
Approvals

Kristen Dau, Interim Director
Chukchi Campus
University of Alaska Fairbanks

Mary Pete, Dean
College of Rural and Community Development
Director, Kuskokwim Campus
University of Alaska Fairbanks

Jennifer Meyer, Co-Chair
Allied Health Department
University of Alaska Fairbanks

Ralph King
Assistant Superintendent
Northwest Arctic Borough School District

Addendum to UAF/NWABSD
Tech Prep Articulation Agreement 2017 – 2018
Alaska Technical Center/NWABSD
Chukchi Campus/UAF
Nursing Aide Training

COURSE INFORMATION:
Title: Nursing Aide Training
Department/Number: HLTH F107 Credits: 9
Location: Alaska Technical Center
Meeting dates and times: TBD; TBD (See attached calendar)

INSTRUCTOR INFORMATION:
Name: Cindy Lincoln RN, BSN, B.Ed, MLIS
Office location: Alaska Technical Center
Office: Room 220 ATC
Office hours: Tuesday/Thursday 1:00pm-3:00pm
Telephone: 907-442-1612
Fax: 907-442-2764
Email: clincoln@nwrctic.org

COURSE MATERIALS:
Nurse Aide Written Examination and Skills Evaluation Candidate Handbook.

PREREQUISITE:
High School Graduation, GED, completion of HSGQE or 10th grade reading level, or permission of the instructor. Students must complete the Test of Adult Basic Education (TABE) and pass with a score of 20. Students scoring less than 20 on the TABE test will be allowed in the class on a probationary status and will be required to work with ATC Adult Basic Education Program to improve reading skills. A TABE score of 20 is required by completion of class.

Students must be in good physical condition and show proof of the following immunizations:
1. Hepatitis B series (series must be started prior to clinical)
2. Two MMRs or proof of titer.
3. Chickenpox vaccine or titer
4. A two-step PPD.

COURSE DESCRIPTION:
This course teaches basic nursing skills necessary to assist the nurse and be an efficient member of the health care team. Students learn positive communication skills while providing care of residents' physical and emotional needs in a variety of health care settings. Content satisfies the theory and clinical skills necessary to take the State of Alaska exam to become a Certified Nurse Aide. To apply for State CNA certification, students must submit a completed application:
• A recent photograph of applicant
• Personal identification information and signature of applicant.
• Appropriate fees, and
• Fingerprint application for state and national criminal justice background check
TEACHING ACTIVITIES
Learning includes classroom discussions, activities, videos, skills simulation and practice, evaluation, and a clinical practicum. A minimum of 80 hours of classroom theory and 36 hours of lab skills practice will be required. Students will participate in a minimum of 48 hours of clinical rotation at a Long-Term Care Facility in Kotzebue.

STUDENT RESPONSIBILITIES:
1. Read assigned material prior to class.
2. Complete workbook related to each chapter prior to class as assigned.
3. Participate in class discussion.
4. Seek clarification from instructor on class content, lab assignments, or any topic concerning the course that is unclear to you.
5. Appear in lab prepared to practice and return demonstrate clinical skills.
6. Call instructor concerning tardiness or absences prior to the beginning of the class or lab day. Any missed classroom or clinical hours must be made-up; make arrangements with instructor.
7. Come to classroom and lab in comfortable, appropriate street clothes. Jeans and sweats will not be allowed during the clinical training at Denali Center. Students must follow the dress code for the facility.
8. Assume responsibility for own learning with guidance from instructors.

INSTRUCTIONAL GOALS:
After successfully completing this course students will be prepared to take the State of Alaska Certification Exam to become a Certified Nurse Assistant.

STUDENT COMPETENCIES:
After successfully completing this course, students will:
- Understand the CNA role in patient care and as a member of health care team.
- Know the ethical and legal standards related to health care.
- Be aware of and promote patient rights and responsibilities.
- Demonstrate understanding of effective communication skills.
- Communicate effectively with patients and members of the health care team.
- Demonstrate understanding of verbal and non-verbal communication.
- Know the difference between passive, assertive, aggressive, and passive-aggressive communication and behavior.
- Understand psycho-social needs of patients and their families.
- Be aware of communication modifications for clients with limited abilities.
- Report and record patient observations, care given, and patient responses promptly and accurately.
- Identify the meaning of abbreviations and terms used in the health care setting.
- Demonstrate effective reporting and recording as means of communication.
- Understand computers in health care, including Electronic Health Records (EHR).
- Plan and organize work day efficiently.
- Demonstrate professional and ethical behavior while providing care to patients.
- Understand basic structure and function of the human body systems.
- Understand and identify normal stages of growth and development from infancy to late adulthood, including basic and developmental needs during these stages.
- Understand cultural implications in working with patients.
- Demonstrate understanding of how to care for the cognitively impaired.
- Understand the mental health and social services needs of patients.
• Recognize processes of physical, emotional, and social changes of aging.
• Discuss the grieving process common to a dying patient and their family, including the stages of dying and grief according to Elizabeth Kubler-Ross.
• Provide safe and efficient basic nursing care, including monitoring body functions, height, and weight.
• Measure and record food and fluid intake and output.
• Monitor and record vital signs, including temperature, pulse, respiration and blood pressure.
• Demonstrate non-invasive specimen collection and testing.
• Understand Do Not Resuscitate (DNR) orders and interventions that allow a patient to die with dignity and as comfortable as possible.
• Understand how to care for a patient post-mortem.
• Demonstrate understanding of safety concepts related to nursing, including medical asepsis, communicable diseases, and isolation techniques.
• Maintain current certification in Basic Life Support (BLS) for health care workers
• Provide a safe and comfortable environment for patients.
• Know the purpose and rules of using good body mechanics, transfer techniques, and ambulation.
• Demonstrate understanding of using restraints safely and appropriately.
• Demonstrate knowledgeable and understanding of policy and procedure in case of fire or disaster and CNA's role during response.
• Understand and practice infection control standard precautions consistently.
• Understand safety issues related to food and dietary service, including special diets, infection precautions, and proper feeding techniques.
• Recognize the importance of cleanliness and skin care for patients.
• Provide appropriate assistance to patients with bathing, oral hygiene, grooming, dressing, toileting, and skin care.
• Understand the physical, emotional, and social effects that illness and disability can have on a person.
• Know the basis of adequate nutrition and fluid requirements, and assist patients with eating and hydration as indicated.
• Understand sexuality and the effects of illness and disability on sexual behavior.
• Understand excretory systems and promote normal bowel and bladder function.
• Demonstrate understanding of bladder and bowel retraining.
• Recognize and understand common disorders of elderly.
• Demonstrate knowledge of preventive maintenance nursing care.
• Understand the theory and practice of restorative/rehabilitative measures in nursing care.

GRADING:
CLASSROOM PARTICIPATION
Students must come to class prepared and ready to learn. Daily material should be read prior to class to improve discussions and participation. Regular quizzes/tests on assigned reading material will count for 60% of overall grade. Students should be able to understand and communicate theory relating to nursing practices.
LABORATORY/SKILLS
Laboratory skills must be demonstrated satisfactorily in the Skills Lab. Communication, safety, and recording skills will be evaluated during the return demonstration of all laboratory skills. Students will work with a partner in the lab setting. Lab objectives will be completed utilizing partner or mannequin in the patient role. Grades for these skills will be Pass or Fail. A grade of "Pass" must be achieved in laboratory performance to begin the clinical experience.

CLINICAL
Prior to patient contact, students will receive classroom and skills training in:
1. Communication and interpersonal skills
2. Infection control, including standard precautions
3. Safety and emergency procedures; students must be certified in BLS for Health Care Providers
4. Respecting and promoting the right of the client

Clinical location: Students will complete a minimum of 48 hours of clinical training at Maniilaq Long-Term Care Facility or Maniilaq Inpatient Unit. Clinical dates and times will be announced. Students must attend all clinical hours and achieve a grade of "Pass" in order to successfully complete the course. Current certification in BLS for Health Care Providers is mandatory prior to participating in the clinical experience.

GRADING CRITERIA:
Grades will be determined by the following criteria:

| Class Participation/Discussion | 5% |
| Homework/Workbook Assignments  | 15% |
| Quizzes/Test (12 x 5% each)    | 60% |
| Skills/Professionalism         | 20% |
| **TOTAL**                      | 100% |

Students must average 70% or higher to successfully complete the course.
The letter grade is based on the following:
A = 90 - 100%
B = 80 - 89%
C = 70 - 79%
D = 60 - 69%
F = 60% and below

ATTENDANCE:
Regular attendance is necessary in order to succeed in this course. If you are absent for any reason, contact the instructor as soon as possible to make arrangements to make-up time. A student may not miss more than 21 hours (six days of class) or they will be withdrawn from the course. Full attendance in classroom, lab, and clinical days is required to successfully complete the course. All classroom, lab, and clinical hours are mandatory, and any missed classroom, lab or clinical time must be made up in order to pass the course. A student must notify the instructor prior to missing any classroom, lab, or clinical time and make plans to participate in make-up time. If a student decides to withdraw from the class it is the student's responsibility to notify Chukchi and complete the paperwork.
SUPPORT SERVICES:
Students are encouraged to contact the instructor for questions or concerns. Office hours are posted, and the instructor is available for group and individual meetings as needed. All college classes require good reading and study skills. If you feel that you may be falling behind, contact the instructor immediately. We want you to be successful. Never be afraid to ask for help. Students are afforded all support services available to Chukchi students including but not limited to: Chukchi library, computer lab and writing center (by appointment) with weekday, evening, and weekend hours, and financial aid counseling. Alaska Technical Center staff, counselors, and instructors are also available to support students in their education.

UAF DISABILITY SERVICES:
UAF has a Disability Services office that operates in conjunction with the College of Rural and Community Development campuses. Disability Services, a part of UAF’s Center for Health and Counseling, provides academic accommodations to enrolled students who are identified as being eligible for these services. If you believe you are eligible, please visit http://www.uaf.edu/chc/disability.html on the web or contact a student affairs staff person at your nearest local campus. You can also contact Disability Services on the Fairbanks Campus at (907) 474-7043, fydso@uaf.edu

Students who may have special needs because of a disability should contact the instructor privately, and every effort will be made to accommodate the student while taking this class.