



Exhibit 7 & 8

Catalog Addenda and Admissions Requirements

Nurse Aide
Certificate Program
Offered at the McAllen Campus

Program Description: The Nurse Aide program is designed to provide the student with the knowledge and skills necessary to perform basic compassionate care services for a patient (acute care setting) or resident (long-term care setting). It prepares the student to function as an entry-level nurse aide under the supervision of a Registered Nurse (RN) or Licensed Vocational/Practical Nurse (LVN/LPN). Students who successfully complete this program are eligible to sit for the State Certification Exam and ultimately becoming a Certified Nurse Aide and be listed on the Texas Nurse Aide Registry. Students are awarded a Certificate for successful completion of program.

Program Objectives: To prepare nurse aides with the knowledge, skill and abilities essential for the provision of basic care to residents in long-term care facilities. After completing this course, participants will be able to:

- Provide person – centered basic care to residents of long- term care facilities.
- Communicate and interact therapeutically with residents and their families with sensitivity to the physical, social, and mental needs of residents.
- Assist residents in attaining and maintaining maximum functional independence.
- Protect, support and promote the rights of residents.
- Provide safety and preventative measures in the care of residents.
- Demonstrate skill in observing, reporting and documentation.
- Function effectively as a member of the health care team.

Program Requirements: Applicants are required to provide supporting documents or evidence of a high school diploma or General Educational Development (GED). Evidence of immunizations/vaccines that are up to date. Applicants will take the Wonderlic Entrance Exam and pass with a minimum score of 10.

Additionally, applicants must not be listed on the Employment Misconduct Registry or have any convictions or any offences listed on the Bars to Employment from the Texas Administrative Code as follows:

| | |
|-------------------|--|
| <u>TITLE 40</u> | SOCIAL SERVICES AND ASSISTANCE |
| <u>PART 1</u> | DEPARTMENT OF AGING AND DISABILITY SERVICES |
| <u>CHAPTER 94</u> | NURSE AIDES |
| <u>RULE §94.3</u> | Nurse Aide Training and Competency Evaluation Program (NATCEP) Requirements |

For a detailed list of the offences, please refer to (Appendix A).

Applicants must also have a criminal background check and drug screen. Cardio Pulmonary Resuscitation (CPR) class will be done on campus on a Friday (off day). Each student MUST attend and pass, as they are required to be CPR Healthcare Worker Certified prior to their clinical rotation.

Program Length: The Nurse Aide Program consists of 8 weeks with 160 contact hours. Hours are broken down as follows: Lecture/Lab = 100 hours of instruction and practice. Clinical = 40 hours of hands on practice at a long-term care facility and Exam Prep conducted in weeks 7 and 8 = 20 hours.

Delivery Method: The delivery method is Residential. Classes scheduled Monday thru Friday, at the CHCP Campus. Clinical rotations are conducted at LTC facilities, generally will be Monday thru Friday and the hours will follow a day shift, which can be from 6:00 a.m. to 2:00 p.m. or 7:00 a.m. to 3:00 p.m. Students will be required to arrive at the clinical site no later than 15 minutes prior to start time to ensure smooth transitions for personnel.

Course Resources: Required textbook/workbook, visual aids (PowerPoint's, videos), handouts, and other print and electronic resources.

| COURSE # | COURSE | Lecture | Lab | Clinical | Total Hours | Semester Credits |
|---------------|---------------------|-----------|-----------|-----------|-------------|------------------|
| NA 101 | Nurse Aide Theory | 60 | 40 | 0 | 100 | 5.0 |
| NA 102 | Nurse Aide Clinical | 0 | 0 | 40 | 40 | .5 |
| NA 103 | State Exam Prep | 20 | 0 | 0 | 20 | 1.0 |
| Totals | | 80 | 40 | 40 | 160 | 6.5 |

Note: Upon successful completion of the program coursework, clinical, and state review, the student will be awarded a Letter of Completion (as set forth by the Texas Department of Aging and Disability Services (DADS). *Fulfillment of all financial obligations to the college must be met prior to a candidate being approved by NA Program Director to sit for exam.*

Course Descriptions

Course descriptions include the course number, title, and synopsis, a listing of lecture, laboratory, externship hours, total clock hours and academic credits. For example, the listing "15/30/0/45/1.0" indicates that the course consists of 15 hours of lecture, 30 hours of laboratory, 45 externship hours, and 1.0 academic credit.

Note: Students must successfully complete all prerequisite courses in sequence before advancing. Other courses may not be offered in the sequence listed below.

| NA101 | NURSE AIDE THEORY | 60/40/0/100/5.0 |
|---------------|--|-----------------|
| | This course is designed to provide the student with the knowledge and skills necessary to perform basic, compassionate care services for patients (acute care setting) or resident (long-term care setting) as an entry-level nurse aide. | |
| Week 1 | Introduction to Long Term Care | |
| | This course provides an introduction of the history and importance of the nurse aide along with scope of practice. Emphasis is placed on the knowledge and skills needed to provide safe, quality care of residents. Topics include Role of the Nurse Aide in LTC; Safety Measures; Emergency Measures; Infection Control; Residents Rights and Independence; End of Life Care; Communication and Interpersonal Skills and Taking Care of Yourself. Skills demonstrated in lab: Procedural Guidelines # 1-4 and #6, #8. PREREQUISITE: None | |
| Week 2 | Personal Care Skills | |
| | This course provides the skills needed to assist residents with personal care. Topics include Body Mechanics – Positioning and Moving Residents; Care of the Resident’s Environment; Assisting Residents with Bathing; Toileting and | |

| | | |
|------------------|--|----------------------|
| | Perineal Care; Skin Care; Hygiene and Grooming; Nutrition; Hydration; Elimination. Skills demonstrated in lab: Procedural Guidelines #5, #9-13, #18-37, #39-40, #42-45 PREREQUISITE: <i>None</i> | |
| Week 3 | Basic Nursing Skills | |
| | This course provides the basic nursing skills needed to care for residents. Topics include promoting a Restraint – Proper Environment; Vital Signs, Height, Weight measurements; Observing, Reporting and Charting; Admission, Transfer and Discharge; Coping with Death. Skills demonstrated in lab: Procedural Guidelines #8, #14-17, #38. PREREQUISITE: <i>None</i> | |
| Week 4 | Restorative Services | |
| | This course provides the knowledge/skills needed to help residents maintain the highest possible level of independence and functional ability (physical and psychosocial). Topics include Introduction to Restorative Services; The Role of the Nurse Aide in Restorative Care. Skills demonstrated in lab: Procedural Guidelines #41 PREREQUISITE: <i>None</i> | |
| Week 5 | Mental Health and Social Service Needs/ Social Skills | |
| | This course provides the knowledge/skills to understand and interact with the resident who has mental health disorders as well as understand the psychology of interaction with residents on various levels of life. Topics include Psychosocial Needs of Residents; Culture Change; Specific behavior Problems; Cognitive Impairment; Conflict Resolution. Skills demonstrated in lab: Procedural Guideline #8. PREREQUISITE: <i>None</i> | |
| NA102 | NURSE AIDE CLINICAL | 0/0/40/40/.5 |
| Week 6 | Clinical Rotation | |
| | Clinical rotation is an extension of the classroom by giving the student the experience of skills/knowledge acquired in the classroom and applying them at Long Term Care facility. In this setting students will work with residents, nursing staff and participate alongside the health care team. Clinical time mimics real-life by allowing the student to work alongside a CNA during a full shift at the facility. PREREQUISITE: <i>NA 101</i> | |
| NA103 | STATE EXAM PREP | 20/0/0/20/1.0 |
| Week 7- 8 | Texas State Exam Prep Course | |
| | This course is designed to help the student prepare for the State Exam. Candidates who successfully completed all program requirements will be given instruction on registration for State Exam. Candidates will practice the 22 NNAAP skills for testing as well as take a practice written exam. Focus will be placed on performance of skills and test taking strategies. PREREQUISITE: <i>Successful completion of coursework in NA 101 and NA 102.</i> | |

Description of Required Content – First 16 hours of Program

A NATCEP must teach the curriculum established by DADS and described in the Code of Federal Regulations, Title 42, §483.152. The NATCEP must include at least 16 introductory hours of classroom training in the following areas before a trainee has any direct contact with a resident:

- (1) communication and interpersonal skills;
- (2) infection control;
- (3) safety and emergency procedures, including the Heimlich maneuver;
- (4) promoting a resident's independence;
- (5) respecting a resident's rights;

- (6) basic nursing skills, including:
 - (A) taking and recording vital signs;
 - (B) measuring and recording height and weight;
 - (C) caring for a resident's environment;
 - (D) recognizing abnormal changes in body functioning and the importance of reporting such changes to a supervisor; and
 - (E) caring for a resident when death is imminent;
- (7) personal care skills, including:
 - (A) bathing;
 - (B) grooming, including mouth care;
 - (C) dressing;
 - (D) toileting;
 - (E) assisting with eating and hydration;
 - (F) proper feeding techniques;
 - (G) skin care; and
 - (H) transfers, positioning, and turning;
- (8) mental health and social service needs, including:
 - (A) modifying the aide's behavior in response to a resident's behavior;
 - (B) awareness of developmental tasks associated with the aging process;
 - (C) how to respond to a resident's behavior;
 - (D) allowing a resident to make personal choices, providing and reinforcing other behavior consistent with the resident's dignity; and
 - (E) using a resident's family as a source of emotional support;
- (9) care of cognitively impaired residents, including:
 - (A) techniques for addressing the unique needs and behaviors of a resident with a dementia disorder including Alzheimer's disease;
 - (B) communicating with a cognitively impaired resident;
 - (C) understanding the behavior of a cognitively impaired resident;
 - (D) appropriate responses to the behavior of a cognitively impaired resident; and
 - (E) methods of reducing the effects of cognitive impairments;
- (10) basic restorative services, including:
 - (A) training a resident in self care according to the resident's abilities;
 - (B) use of assistive devices in transferring, ambulation, eating, and dressing;
 - (C) maintenance of range of motion;
 - (D) proper turning and positioning in bed and chair;
 - (E) bowel and bladder training; and
 - (F) care and use of prosthetic and orthotic devices; and
- (11) a resident's rights, including:
 - (A) providing privacy and maintenance of confidentiality;
 - (B) promoting the resident's right to make personal choices to accommodate their needs;
 - (C) giving assistance in resolving grievances and disputes;
 - (D) providing needed assistance in getting to and participating in resident, family, group, and other activities;
 - (E) maintaining care and security of the resident's personal possessions;
 - (F) promoting the resident's right to be free from abuse, mistreatment, and neglect and the need to report any instances of such treatment to appropriate facility staff; and

(G) avoiding the need for restraints in accordance with current professional standards.