

NURSING ASSISTANT

MASTER PLAN OF INSTRUCTION

2026 – 2027

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MISSION

The mission of Fort Myers Technical College is to provide high quality career and technical training, in order to prepare students for current and emerging industries, delivered by a professional and caring staff in a positive learning environment.

The School Board of Lee County, Florida, does not discriminate or tolerate discrimination on the basis of: race (including anti-Semitism), color, ethnicity, national origin, sex, sexual orientation, gender identification, gender expression, disability (physical or mental), pregnancy, marital status, age (except as authorized by law), religion, military status, socioeconomic status, linguistic preference, genetic information, ancestry, or any other reason protected under applicable federal, state, or local law in the provision of educational programs, activities, or employment policies as required by: Title II, Title VI, Title VII of the Civil Rights Act of 1964, Title IX of the United States Education Amendments of 1972, (ADEA) Age Discrimination in Employment Act of 1967, (IDEA) Individuals with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, Florida Civil Rights Act of 1992, Genetic Information Nondiscrimination Act of 2008, (ADAAA) Americans with Disabilities Act of 1990 (ADA), the Amendment Act of 2008, and the Florida Educational Equity Act of 1984. The School Board also provides equal access of its facilities to youth groups, as required by the Boy Scouts of America Equal Access Act. Any sections of the District's collectively bargained, negotiated agreements dealing with hiring, promotion, and tenure will contain a statement of nondiscrimination similar to that in the Board's statement above.



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We believe that the "future belongs to those who prepare for it," and we welcome you to your new future as a student in the Nursing Assistant (Articulated) program.

There has probably never been an adult student who did not have misgivings about going back to school. I'm sure most of your classmates are feeling the same way. The mature students feel that they are competing with youth who have more recent schooling; however, both youth and maturity have advantages. It has been proven time and time again that a mature student has NOT lost the ability to learn, although sometimes it takes a little longer. Some of you will find, to your surprise, that studying is actually fun. We believe that all of you will find it rewarding. The faculty and staff of Fort Myers Technical College and its affiliating health agencies will do all in their power to make this educational experience both pleasant and profitable. Please call on us for help at any time.

The School District of Lee County (SDLC) and its employees are committed to do everything within their power to treat all persons fairly without regard to race, color, age, religion, sexual orientation, national origin, or handicap.

Fort Myers Technical College functions under the Adult and Career Education Department of the School District of Lee County. It is given direction and approved by two agencies: The Florida Department of Education and The Florida Board of Nursing. The Commission of the Council on Occupational Education (COE) and Cognia are the accrediting bodies. The Nursing Assistant (Articulated) program is designed to prepare students to take the certification examination and gain employment as certified nursing assistants. Persons having successfully completed the program are eligible to take the Nursing Assistant Examination for Certification in the state of Florida.

This master plan has been prepared to help you in your orientation to the school and to the healthcare industry. The policies included herein are closely aligned with healthcare facility regulations so that a student may become familiar with workplace expectations prior to employment. The policies and procedures of our program are all designed to assist you toward success and to ensure your employability in the healthcare field upon graduation and licensure. The objective of the Nursing Assistant (Articulated) Master Plan is to provide written policies concerning admission of students, student health and welfare, attendance, and student progress. Each student must be aware of these policies and refer to this plan to clarify information. Faculty members are available for conference and/or to answer questions.

PROGRAM MISSION

The mission of the Nursing Assistant (Articulated) program is to prepare men and women for employment as nursing assistants in acute and long-term care facilities.

PROGRAM STANDARDS

After successfully completing this program, the student will be able to perform the following:

- Demonstrate knowledge of the healthcare delivery system and health occupations.
- Use verbal, written, and/or electronic communications specific to the nurse assistant.
- Demonstrate legal and ethical responsibilities specific to the nurse assistant.
- Apply basic math and science skills specific to the nurse assistant.
- Describe the anatomy and physiology of the human body.
- Demonstrate an understanding of and apply wellness and disease concepts.
- Perform physical comfort and safety functions specific to the nurse assistant.
- Apply the principles of infection control specific to the nurse assistant.
- Demonstrate knowledge of blood-borne diseases.
- Recognize and respond to emergency situations.
- Perform supervised organizational functions following the patient care plan.
- Provide biological, psychological, and social support.
- Provide personal patient care.
- Perform patient care procedures.
- Apply principles of nutrition.
- Provide care for geriatric patients.
- Assist with restorative (rehabilitative) activities.

- Demonstrate an understanding of information technology applications in healthcare.
- Demonstrate employability skills.
- Apply relevant technology to workplace scenarios to aid productivity.
- Interpret and express interpersonal communication.
- Interact with others to accomplish workplace goals.
- Manage personal behavior to maximize productivity and professional growth.
- Find, assess and apply to job opportunities.
- Communicate personal competence, character and fit for a job opportunity.
- Cultivate and leverage relationships to professionally advance.

ESSENTIAL TRAINING FUNCTIONS AND PHYSICAL REQUIREMENTS

Working in healthcare occupations may be emotionally and physically strenuous. The following is a list of required functions, tasks and abilities that are requirements of the Nursing Assistant (Articulated) program and its clinical affiliates. It is important to review the following list prior to enrolling in the program.

- **Visual:** visual ability sufficient for observation and data collection necessary to provide safe client care such as: read fine print/writing and the ability to distinguish colors.
- **Auditory:** ability sufficient to monitor and meet client needs such as: receive verbal communication from patients and members of the health care team and to collect data through the use of monitoring devices such as B/P monitor, stethoscope, emergency alarms, patient call lights and a verbal call for help.
- **Gross and fine motor coordination:** to practice safe and efficient patient care such as: respond promptly and implement skills including the manipulation of patient's equipment, perform CPR, measure vital signs, collect data such as peripheral pulses, patient skin differences and palpitation. Able to utilize computer technology.
- **Communication:** communication abilities sufficient for interaction with patients, family, and other healthcare members from a variety of social, emotional, cultural, and intellectual backgrounds in a coherent and concise oral and written format. Must be able to follow spontaneous verbal and/or written instructions accurately.
- **Critical thinking:** plan and implement care in the decision-making process and exhibit adequate emotional stability to react appropriately in an emergency and in situations of high stress. Able to make decisions under pressure, can handle multiple priorities, be flexible, and cope with others in a professional manner.
- **Mobility:** physical abilities to ambulate from room to room and department to department independently, maneuver in small spaces, navigate stairwells, re-position/lift patients in bed, and perform CPR. Reach above the head and push/pull/lift without restrictions, flexibility to squat and to bend at the knees. Can push/pull/lift 25-50lbs and stamina to be on your feet for 8-12-hour shifts.

If any of these Essential Functions are impossible for the program applicant to perform, it will be necessary to consider enrolling in another program. If the use of special equipment compensates for noncompliance with the Essential Functions, it is the responsibility of the program applicant to purchase this equipment (e.g. electronically enhanced stethoscopes, hearing aids or other adaptive devices) in order to meet the Essential Functions criteria.

Latex Advisory: the use of latex based products may exist in the healthcare facilities, as well as Health Science classrooms/labs. Individuals with latex allergies should seek expert advice from their health care provider so that they may receive information to make an informed decision regarding their exposure to latex.

ACCOMMODATIONS

Federal and state legislation requires the provision of accommodations for students with disabilities as identified on the secondary student's IEP or 504 plan or post-secondary student's accommodations plan to meet individual needs to ensure equal access. Post-secondary students with disabilities must self-identify, present documentation, required accommodations if needed, and develop a plan with their post-secondary service provider. Accommodations received in post-secondary education may differ from those received in secondary education. Accommodations change the way the student is instructed. Students with disabilities may need accommodations in such areas as instructional methods and materials, assignments and assessments, time demands and schedules, learning environment, assistive technology, and special communication systems. Documentation of the accommodations requested and services provided are maintained in a confidential file.

TUITION AND FEES

Tuition is charged for adult students at a rate established by the Florida legislature; tuition is waived for eligible high school dual-enrolled students. Current tuition and fee information is available from Student Services and is due prior to the first day of each payment period. Failure to pay all fees due at the time class begins will result in the student not being able to attend class and/or clinical.

Students withdrawing after the first two days of class will not be entitled to any refund. Students withdrawing before the first two days of class can receive a full refund, minus the application fee. Costs associated with parking tag, name badge, and/or books will be deducted from the refund if not returned. Basic classroom supplies and uniforms are required to be purchased by the student.

Any equipment or supplies checked out from the classroom must be returned, free from damage, by the end of the program before a Certificate of Completion is awarded. Failure to return items obligates the student to reimburse the school for the cost of the item(s).

The cost of taking the State of Florida Certification Examination, including any subsequent retakes, shall be the responsibility of the student.

CLASS SCHEDULE

Classes meet Monday through Friday from 8:00 A.M. until 2:30 P.M. Lunch breaks are 30 minutes in length. This amounts to 30 hours of classroom instruction per week.

ATTENDANCE POLICY AND PROCEDURES

Purpose

Health care workers must be reliable and dependable employees. Reporting to work as scheduled and arriving on time are critically important employability characteristics to maintain. The administration, faculty, and staff at FMTC believe that it is essential within the nursing assistant curriculum to teach employability skills as an integral part of the educational program, and to practice these skills throughout the program. The patient's welfare is dependent on the worker being in the right place at the right time with the right knowledge and skills. In order for the student to get the maximum benefit of this course, the attendance policy must be followed.

Policies

Attendance is defined as the span of time a student is under the jurisdiction of the instructor. An occurrence is any time missed from class including tardies, absences, and/or leaving early.

- If a student is unable to attend the first day of class, student enrollment will be forfeited.
- A student must be in attendance at least 90% of class, lab, and simulation time. **Absences in excess of 10% (16.5 hours) or more of the course will require withdrawal**, and the student must reapply for admission in the next available cohort if readmission is desired.
- A student must be in attendance for final exams and competency tests or a zero will be given, and the student will be withdrawn.
- A student may not miss any clinical time; however, if an emergency does arise, notify the instructor or program director immediately. Verifiable documentation of the emergency must be provided to the administration. Disciplinary review will take place on the 2nd occurrence. Administrative review will take place on the 3rd occurrence and consequences (up to and including withdrawal) will be determined on a case-by-case basis.

Student Attendance Responsibilities

- Students shall be in school or at the assigned location every day and on time.
- Any student who will be late or absent must notify the instructor at least 30 minutes prior to the scheduled start time for each day. Failure to notify the instructor will be reflected in the student evaluation, and employability points will be deducted.
- Students shall be responsible for obtaining and completing all assignments missed during an absence. All missed work will receive a grade of zero until submitted by the student.
- Students must bring appropriate materials to all classes and clinical experiences and be prepared to work. Failure to do so may result in the student being asked to leave.
- Students are responsible to clock in and out of the attendance kiosk to receive credit for class time.

- Student appointments must be made prior to or after class or clinical so that attendance time will not be lost.
- Students are responsible for keeping up to date with their attendance via FOCUS regarding tardy, absence, and employability point deductions. Any discrepancies or concerns should be brought to the attention of the instructor ASAP and prior to the end of each course. Changes must be made before advancement to the next course if an error has occurred. Once the student has advanced, past hours will not be changed or re-evaluated.

Holidays, Teacher Duty Days, and Severe Weather Make-up Days

The Nursing Assistant (Articulated) program generally follows that of the Lee County School District student calendar; however, days may differ as dictated by program needs. A program calendar will be provided at the beginning of each cohort which covers the program length. The calendar is subject to change and notifications will be made to the student as soon as possible if modifications are necessary.

- Holidays:** Holidays will be observed according to the Lee County School District.
- Teacher Duty Days:** Students will not attend class on planning or in-service days. These may differ from the Lee County School District student schedule.
- Severe Weather Make-Up Day(s):** In the event of school closing(s) due to severe weather, the day(s) will be made up as scheduling permits. If the Lee County School Board announces SCHOOLS AND ALL SCHOOL OFFICES ARE CLOSED, the student should NOT report to school or to the clinical agency.

Leaving Campus During School Hours

Students must notify their instructor when leaving campus early. This is for the safety of students, to accurately track time, and to allow the instructor to best utilize instructional resources. Students may leave campus for lunch provided they return in the time allotted.

PLAN OF INSTRUCTIONAL PRACTICES

Teaching Methods

Pre- and post-testing, lecture, demonstration and return, discussion, group interaction, audio-visual materials, required reading and written assignments, oral reports, role playing, question and answer, unit examinations, skill practice, anatomical models and charts, individualized instruction, self-directed learning activity packages and clinical experience are among the teaching methods utilized.

Teaching and instructional aids include textbooks, workbooks, projects, reports, simulations, hands-on computer experience, collaborative learning, videotaped instructions, films, guest speakers, board examples, cooperative on-the-job training and other methods are used for instruction as appropriate.

Safety

Basic safety standards, which will include fire drills, weather drills, equipment usage, and traffic regulations, will be covered in the program orientation. These basic safety standards along with workplace safety will be taught and reinforced throughout the program enrollment.

Evaluation

All student work is considered when determining student grades. Oral and written tests, group discussions, computer assignments, worksheets, skills checklists, return demonstrations, homework, student projects and employability behaviors are all representative means which may be used to determine student grades. Clinical competencies and exams are utilized to evaluate program progression. The Nursing Assistant program includes a 40-hour clinical component in which the instructor for the program is responsible for student assignments, guidance, supervision and evaluation.

GRADING POLICIES

Each student is responsible for being aware of his/her academic status for classroom theory courses and for clinical practicum. A student should seek advice/help from the instructor at any time.

Grading Categories:

Assessments	50%
Career Application	25%

Employability Skills 25%

Grading Scale: Students must maintain a minimum of an 80% grade average to progress in the program. A record of the student's progress is kept by the instructor and available to the student in the FOCUS Student Portal.

90 – 100	A
80 – 89	B
< 80	Failing

Mandatory Competencies

Students must perform and earn 80% on specific exams or assignments to successfully progress and attend clinical and then complete the NA program:

- NA Assessment
- NA Skills Midterm
- NA Midterm Exam
- NA Skills Final
- NA Final Exam
- Clinical Practicum

Assignments

Assignments are to be turned in by 0800 on the due date. Late assignments will be graded as follows:

- On the due date after 0800: 5% reduction in grade
- First day after the due date: 10% reduction in grade and a 10% reduction for each additional day the assignment is late.

Homework Policy

The expectation is that you come to class prepared pre-reading the material and completing the workbook questions. There are nightly workbook homework assignments, clinical skills videos, and weekly CEUFast requirements.

- On the due date after 0800: 5% reduction in grade
- First day after the due date: 10% reduction in grade and a 10% reduction for each additional day the assignment is late.

Make-up Policy

All testing and assessments will be scheduled per course outline. Make-up work is not allowed unless the instructor gives prior approval. The instructor may assign additional outside work to be completed for each absence

Employability Skills

Employability skills are essential in obtaining and maintaining a successful healthcare career. As such, employability comprises a significant part of a student's grade. Employability comprises the majority of clinical practicum grades.

Professional Appearance

1. Refer to the sections on Employability Points, Professional Appearance and Grooming, as well as Student Conduct.

Attitude/Communication

1. Sets a good example for other students and staff in composure and tact.
2. Maintains confidentiality and complies with ethical code of conduct.
3. Demonstrates loyalty to the school and health care facility.
4. Demonstrates a positive attitude toward school, facilities, and peers.
5. Exhibits a spirit of cooperation, offering assistance to others.
6. Displays interest in assignments and new work experiences.
7. Performs procedures as instructed.
8. Follow test directions.
9. Follow the "chain of command" when problems arise.
10. Is flexible and adaptable.
11. Accepts constructive criticism and demonstrates growth from it.
12. Maintains personal control during difficult situations (evaluations).

Reliable/Dependable

1. Shows up to class and clinical at appointed time.
2. Accepts responsibility for own actions without blaming situations or others.
3. Handles difficult situations by making professional judgments.
4. Takes only allotted break and lunch periods and returns promptly.
5. Completes school assignments on time.
6. Comes to school/clinical with proper equipment.
7. Demonstrates knowledge in facility/classroom
8. Come to class prepared by reading text material for the scheduled lecture.
9. Always completes clinical assignments and reports off to the preceptor.

Initiative/Resourceful

1. Uses all time productively (lab and clinical).
2. Knows how to find answers (text, materials, care plans, etc.)
3. Displays correct assertive behavior.
4. Acts as resident advocate.
5. Remains alert, displaying interest, seeks out learning situations at clinical and in classroom.
6. Shows ability to adjust situations using correct principles.
7. Demonstrates ability to communicate effectively with residents and staff.

Quality of Work

1. Performs care tasks, paying attention to details, individual needs, and making appropriate adaptations for each resident.
2. Demonstrates genuine interest in residents and their needs.
3. Demonstrates progression with fundamental skills.
4. Can handle assignments expected of students at the postsecondary level.
5. Applies principles of infection control, rights and safety.
6. Follows patient preference and comfort choices.

Quantity of Work

1. Begins and ends patient care assignments on time.
2. Exhibits ability to organize assignments according to patient priority.
3. Demonstrates ability to find new experiences and practice skills (as instructed) when assignment is complete.

Respect

1. Treats residents, their belongings and space with respect and dignity.
2. Demonstrates respect for the person in charge as well as co-workers/classmates.
3. Does not distract or annoy others.
4. Demonstrates respect for facility, school, classroom and environment.
5. Follows policies of facility, school and classroom.

Employability Points

Students start each course section (BHCW and NAO) with a 100% employability grade. Employability for BHCW is evaluated on Professional Appearance and Professional Behavior. Employability for NAO is evaluated on Professional Appearance, Professional Behavior and Clinical. Employability Points are deducted for infractions as follows:

1. **Professional Appearance** (-1 for each violation)
 - a. Name Tag present
 - b. Correct jewelry & watch (see dress code)
 - c. Nails appropriate
 - d. Correct & well-fitting uniform & shoes that are neat & clean; no unauthorized attire
 - e. No perfume/odors
 - f. Hair neat and contained
 - g. Phone/smart devices away during instruction and skill time

2. **Professional Behavior** (-2 for each violation)
 - a. Attitude, communication (verbal and non-verbal)
 - b. Reliable, dependable, punctual (-1 advanced notification*)
 - c. Initiative, Resourceful
 - d. Quality of Work
 - e. Quantity of Work
 - f. Respect (this includes the use of cellphones or smart watches during class)

*This is based on circumstance and communication with the instructor.

3. **Clinical** — in addition to above for each violation
 - a. Cell phone (CP) use during clinical setting: -5 for each
 - b. NO call NO show (NCNS): - 10 or withdrawal
 - c. Tardy: -5 (per five minutes) greater than 30 minutes will result in being sent home from clinicals

PROGRAM PROGRESS

Fort Myers Technical College is a postsecondary institute designed to provide trained individuals to industry. The approved postsecondary program grading requirements must be met if the student is to receive a certificate. Theory and clinical practicum must be passed at 80% average before the student can progress to the next course or complete the program. Clinical competency tests at the end of each course must be passed with an 80% to continue to the next course or complete the program. An 84% must be earned on AHA BLS and any remediation performed at FMTC. AHA BLS is a mandatory requirement to attend clinical.

Students are required to complete the program of training within the hours allotted by the state of Florida for completion. The student's rate of progress will be closely monitored by the instructor to ensure program completion in a timely manner.

Successful completion of Occupational Completion Point A of Nursing Assistant qualifies the student to take the state certification examination for nursing assistant. Such certification is required for employment in a nursing home, in accordance with chapter 464.203, Florida statutes.

REQUIREMENTS FOR A CERTIFICATE

Students meeting the following requirements are awarded a full program certificate:

- 1) Mastery of 85% of program competencies as determined by the instructor
- 2) A final grade of 80% or better in the course
- 3) Attendance of a minimum of 90% of scheduled hours each payment period (95% of scheduled hours for some Health Science programs). Under unique circumstances, instructors in our competency-based programs have the discretion to graduate students who fall short of 90% as long as #1-3 above are met.
- 4) 80% achieved on the mid-term exam, skills mid-term, final exam, and skills final.

STUDENT CONDUCT

Students must comply with all school, program, classroom, and training facility regulations to be allowed the privilege of attending the Nursing Assistant (Articulated) program. Students are expected to read and adhere to the policies contained in the Master Plan of Instruction. Classroom rules will be posted by the instructor. Students will be expected to maintain professional conduct while in attendance without regard to location or activity.

STUDENT HEALTH

Each student is responsible for their own health and related concerns. The student must:

1. Provide documentation of immunizations and health verification as required at admission.
2. Be able to perform required tasks and functions as listed on the Essential Functions and Physical Requirements form. Physician documentation may be requested to verify abilities.
3. Provide written clearance from the care provider if a student seeks medical care for pregnancy, injury or illness outside of school. Injuries during school hours will be reported immediately and an incident report generated.
4. Refrain from using substances which may impair the student's ability to perform classroom or clinical duties. Abuse of prescription or over the counter medications will be dealt with in the same manner as illegal substances or alcohol. Staff members reserve the right to judge the level of impairment and intervene accordingly to protect the safety of

students, staff, and patients.

DRESS CODE

Nurse Assisting is a highly regarded profession. As such, we are viewed as role models for health. The instructor takes great pride in the profession and will make every effort to instill this pride in the students as they prepare for a healthcare career. By maintaining the following standards, the student will continue to make their first impression to the community a positive and lasting one. Any deviation from this standard will result in loss of employability points and/or to be sent home. Students will adhere to the listed policies while on campus and during clinical assignment. The instructor will require that the student correct inappropriate uniform/appearance prior to allowing entry into class or clinical.

1. **Identification:** School issued identification badges must be visible on the upper part of the chest for easy viewing and must be worn at all times while on campus or at a clinical site. If a student comes to class without the proper identification, a temporary ID must be obtained and worn. A student may be denied admission to the clinical site without the appropriate ID.
2. **Uniforms:** Ceil blue scrub tops and black scrub pants. The uniform must be fitted to allow for reaching and bending without showing additional skin or undergarments. Undergarments must be simple and unnoticeable through the uniform. Pant legs must not be a length in which the pant legs drag on the floor.
3. **Hair:** Must be contained off the face, in either a bun or braid, or if of a short length, secured so that it does not fall forward and is always kept out of the eyes. Safety and infection control standards may apply to hair, including facial hair.
 - a. Hairstyles and color should not detract from patient care.
 - b. Hair apparel should be plain, without embellishments of any kind, and be of uniform color.
 - c. Facial hair (beards/mustaches) may be worn if kept neatly trimmed.
 - d. Facial hair is not allowed if it interferes with masks not fitting properly.
4. **Nails:** Must be clean, short, and not extending beyond the fingertips. Clear colored polish is allowed. Artificial nails, acrylic nails, gels, or nail enhancements of any kind are not allowed.
5. Tattoos that are suggestive, biased, sexually related, or that may be considered offensive must be covered.
6. Jewelry must not interfere with the student's ability to safely perform nursing functions.
 - a. The instructor may request that ear and facial piercings that detract from acceptable care standards be removed.
 - b. No visible chains or necklaces.
 - c. No bracelets.
 - d. One small post earring in each ear. Large and/or dangling earrings are not allowed.
 - e. One small nasal post is allowed.
 - f. Medic alert bracelets, wedding, or engagement rings are allowed, but should not endanger any client.
7. **Scents:** Perfume, cologne, or fragrant lotions must not be worn in the classroom or clinical areas.
8. Gum is not permitted in the clinical areas or in the classroom.

WITHDRAWAL AND READMISSION

The school reserves the right to withdraw the student for any of the following reasons:

1. Unsatisfactory academic or clinical performance (students must achieve 80% on the mid-term exam, skills mid-term, final exam, and skills final.
2. Unsatisfactory demonstration of student conduct.
3. Unethical, illegal conduct, or social misdemeanor including but not limited to drug use, cheating, plagiarism, or patient/person mistreatment.
4. Violation of attendance policy.
5. Violation of school/clinical facility policies.
6. Breaching patient or facility confidentiality.

Readmission is dependent upon seat availability and administrative/faculty approval on an individual basis. If a student is applying for readmission after 6 months, the background and drug screen must be repeated. If a student is applying for readmission after 12 months, the entire program must be completed. Once a student has attempted to complete the program three times, additional enrollments will be subject to the approval of administration and the Health Science Department Head.

JOB PLACEMENT

Faculty members will assist students with finding employment. There is also a Career Specialist on staff to assist. Please note, however, that completion of the course does not guarantee employment.

REQUIRED MATERIALS

Textbooks (Ordered by the Instructor):

ISBN: 9781604251371 Hartman's Nursing Assistant Care: Long Term Care, 5th ed. 2022

ISBN: 9781604251388 Workbook for Hartman's Nursing Assistant Care: Long Term Care, 5th ed. 2022.

ISBN: 9781616694074 Basic Life Support (BLS) Provider Manual, 2020. Clinical Training Record

Equipment/Supplies/Resources Provided by the Student: Watch with a second hand, earbuds, computer/internet access at home, uniforms, notebook, black or blue pens.

PROGRAM STRUCTURE

Below is a summary of the Nursing Assistant program structure. For more detailed information for each course, visit the FLDOE Curriculum Framework website: <https://www.fl DOE.org/academics/career-adult-edu/career-tech-edu/curriculum-frameworks/2026-27-frameworks/health-science.stml>

OCP A Nursing Assistant (165 hours)

Students completing the Nursing Assistant program will be able to look at a health care system from a holistic approach. They will be able to comprehend the role and the scope of practice for a Nursing Assistant and be aware of traits or behaviors needed to interact with allied health and specialty providers.

Successful completion of the Nursing Assistant program qualifies the student to take the state certification examination for nursing assistant. After the student has obtained state certification they may gain employment in long-term care, acute care, or home health settings.

The nursing assistant provides patient care duties under the guidance and direction of the nurse. The nursing assistant is responsible for implementing components of the plan of care through the initiation/completion of procedures relating to basic human, mental health, social needs, comfort, safety and emergency measures; activities of daily living; personal care needs; nutrition and fluid and elimination needs.