



# Contra Costa College

## Fall 2018

Application Period: May 21<sup>st</sup>, 2018 through August 20<sup>th</sup>, 2018 (deadline for submission)  
Class size is limited for both courses and registration is on a 1<sup>st</sup> come/1<sup>st</sup> serve basis.

**NURS 198-1634 Nurse Assistant Certification Program: 1<sup>st</sup> class meeting-Tues., August 28<sup>th</sup>, 2018**

Please Note: Clinical hours: 6:30 AM - 1:00 PM (Thurs and Fri)  
\*\*\*Clinical hours may vary depending on clinical facility.

**Nursing 199-1159 Home Health Aide class (only)** (Requires completion of Nursing 198 in current semester or current California CNA certification)

1<sup>st</sup> class meeting: Monday, Nov 26, 2018 - Clinical hours: 6:30 AM - 2:00 PM (Thurs and Fri)  
\*\*\*Clinical hours may vary depending on clinical facility.

### Dear Applicant:

Thank you for your interest in the Nurse Assistant Certification Program (CNA) and the Home Health Aide Program (HHA). The Nurse Assistant Certification Program is a 7 unit course approved by the California Department of Public Health. The Home Health Aide is a 2 unit course and requires that you have a current CNA certification or have successfully completed Nursing 198 in the semester that the HHA course is offered. To start, please obtain the **CNA Program application and/or HHA Program application** at the Health Science Building, Nursing dept., Rm 103 or at the Counseling Office.

### To enroll:

1. Submit the **completed CNA Program application and/or HHA application to the Nursing dept., Rm 103. The Nursing department needs to approve the application in order to enroll in these courses.**
2. Submit a Contra Costa College application. You can submit a college application via "on-line" [www.contracosta.edu](http://www.contracosta.edu) or in paper form at Admissions & Records in the Student Services Center.

### Pre-requisites:

- (A) **Must have a valid Social Security card / number.**
- (B) **Must have a valid driver's license or State I.D.**
- (C) **Cardio Pulmonary Resuscitation (CPR): American Heart Assn. CPR certification for the Healthcare Provider is required. Online CPR classes are not accepted.**
- (D) **A College Reading Assessment score indicating placement into English 142B**  
or
  - **completion of English 81** with a grade of 'C' or better,  
AND
- (E) **A College Writing Assessment score indicating placement into English 142B**  
or
  - **completion of English 84** with a grade of 'C' or better.

Link to Assessment Information: <http://www.contracosta.edu/assessment/>

**If English is not your native language you may satisfy the above prerequisites for reading and writing by:**

- (F) **An ESL Reading assessment score indicating placement into ESL Level 3 Reading (ESL 149)**
  - **or** completion of ESL 146 with a grade of 'C' or better,  
AND
- (G) **An ESL Writing assessment score indicating placement into ESL Level 3 Writing (ESL 189)**
  - **or** completion of ESL 186 with a grade of 'C' or better.

**There are 5 steps to the application process (forms are included) Submit by the deadline date.**

- **Step1: Complete a CPR course – American Heart Assn.: “CPR for Healthcare Provider”**
  - Course can be completed through Contra Costa College class **EMED 109** or a private CPR provider.  
**This is a pre-requisite for Nurse Assistant and the HHA program. Online classes not accepted.**

(other CPR Options: **CPR for Life-Concord 925 685-6858 / Fast Response Berkeley 510 849-4009/ Walnut Creek 925 945-6666 / Project Heartbeat, Oakland 510 452-1100** or any certified **American Heart Assn.** BLS class)

- **Step 2: Pick up the Nurse Assistant application from the Nursing dept or Counseling Office. Submit the following to the Nursing Dept by deadline date:**
  - **Completed Nurse Assistant Certification Program** Application form (Nurse Assistant FORM A) to the Nursing Department by deadline date. This is separate from the College Application
  - **Assessment testing results OR equivalent English Classes** with application to the Nursing Dept. Assessment tests for Reading & Writing must be obtained from the College Assessment Center, Student Services Center room 104 (SSC 104).
  - **Medical Packet**  
Completed physical exam form. Please note: You will be required to receive an Influenza vaccination for the current flu season when available. If you decline, you may file a declination statement and use a respiratory mask when in the clinical setting.
    - **You will not be able to participate in the above classes, if these requirements are not completed.**
  - **Draft copy of State application CDPH 283B to the nursing office** – no signature necessary at this time. The Nursing office will return a typed form to you for verification and signature, signed copy to be returned to the nursing office immediately for transmittal to the State of California, DHS.
  - **A copy of your BLS certification card** (CPR for HealthCare Provider) is required for your file in the Nursing Dept. prior to the first class meeting. BLS certification must be current throughout the program.
- **Step 3: Nursing Department Review of File.**
  - You will be approved to register for the CNA Program and/or HHA Program if all required documents (Step 1 and 2) are completed.
- **Step 4: Admissions & Records**
- When approved, you may enroll in the Nurs 198- Nurse Assistant Certification Program and/or Nurs 199- HHA at Admissions and Records Office.
- **Step 5: Live Scan Fingerprinting** (Students must be registered in the NURS 198 or HHA program)  
**FINGERPRINTING:**  
The Department of Health Services requires you to have a background check by the Department of Justice. To achieve this you must complete the LiveScan fingerprinting process. **Fingerprinting will be done by the CCC Campus Police at no charge to the student.** Information regarding the fingerprinting process will be provided when you are enrolled and attending the class. All required forms will be provided by the Nursing Office.  
**Please note: A valid California driver’s license or State Identification card is required for fingerprinting.**

**\*\*ALL APPLICANTS MUST HAVE A BACKGROUND CHECK BY THE DEPARTMENT OF JUSTICE. THIS INVESTIGATION IS SPECIFIC TO THE CNA APPLICATION.**

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH EVALUATES CRIMINAL CONVICTIONS FOR ANY OFFENSE AND EITHER GRANTS OR DENIES CRIMINAL RECORD CLEARANCE BY REVIEWING EVIDENCE OF GOOD CHARACTER AND REHABILITATION PROVIDED BY APPLICANTS OR INFORMATION GATHERED BY CDPH IN RELATION TO CRITERIA OUTLINED IN HEALTH AND SAFETY CODE SECTION 1337.9 (C).

FOR FURTHER INFORMATION REGARDING CLEARANCE OF A CNA APPLICATION, YOU MAY CONTACT THE PROFESSIONAL CERTIFICATION BRANCH AT CNA@CDPH.CA.GOV OR CALL (916) 327-2445 (916) 327-2445

Nurse Assistant Form A]

Contra Costa College Nurse Assistant Certification Program and/or Home Health Aide  
(Return to the Nursing Dept.)

**APPLICATION**

Please fill-out (This information will be placed on your State of Calif. Initial application for-CDPH 283B)

Name \_\_\_\_\_ Student ID# \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE)

Address: \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP)

Student SSN # \_\_\_\_\_ Birth date \_\_\_\_/\_\_\_\_/\_\_\_\_

Driver's License #/Calif. ID # \_\_\_\_\_ State \_\_\_\_\_

Cell ( ) \_\_\_\_\_ Day Phone: ( ) \_\_\_\_\_ Evening ( ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Emergency Contact person: (Name) \_\_\_\_\_ Phone: \_\_\_\_\_

Completed the Reading and Writing prerequisites by (check what you have completed):

- A College Reading Assessment score between 2096—2116, indicating placement into English 142B or**
  - **completion of English 81 with a grade of 'C' or better,****AND**
- A College Writing Assessment score between 3000 – 3118 indicating placement into English 142B or**
  - **completion of English 84 with a grade of 'C' or better.**

**If English is not your native language you may satisfy the above prerequisites for reading and writing by:**

- An ESL Reading assessment score indicating placement into ESL Level 3 Reading (ESL 149) or completion of ESL 146 with a grade of 'C' or better,**  
**AND**
- An ESL Writing assessment score indicating placement into ESL Level 3 Writing (ESL 189) or completion of ESL 186 with a grade of 'C' or better.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>For Office Use Only</b>	
CDPH 283B Application Received	
Completed LiveScan form	
CPR for HealthCare Provider	
Assessment tests	



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**AHA: CPR for the Health Care Provider:**  
Check CCC Schedule for an EMED 109 class

**Alternatives to EMED 109 at Contra Costa College**

CPR for Life: Concord: 925-685-6858

[www.cprforlifetraining.com](http://www.cprforlifetraining.com)

- Fast Response (HCP CPR Initial)

[www.fastresponse.org](http://www.fastresponse.org)

Berkeley: 510 849-4009 / Walnut Creek 925-945-6666

- Project Heartbeat, Oakland (510) 452-1100

[www.projectheartbeat.com](http://www.projectheartbeat.com)

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**APPROXIMATE\* PROGRAM COSTS**

\$322.00 Nurs 198-Nurse Assistant Certification Program

Enrollment fee for California residents. 7.0 units @ \$46 per unit.

\$ 92.00 \*Nurs 199-Home Health Aide\* Enrollment fee-California residents. 2.0 units @ \$46 per unit.

**\$414.00 tuition** (check Financial Aid for a BOG fee waiver and a Book Grant).

\$400.00 (approximately) for Books, uniforms, shoes, gait belt, watch w/second hand, etc. purchased separately.

\$105.00 State Competency Exam

**\$ 919.00 Approximate total cost**

Financial assistance may be available through the EOPS office (ask about a fee waiver)

Call EOPS at (510) 215-3948

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**PLEASE NOTE:**

**\*\*Students must present a valid Social Security card for the LiveScan check. The Live scan check is required to participate in the program.**

**\*\*A Social security card and 1 other form of official photo identification will be required to take the State Competency Exam for Certification.**

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