BASIC NURSING ASSISTANT TRAINING

A 76-Hour Training Program (6.5 Credits)
Offered Through the Nebraska Health Care Learning Center

Multiple days beginning on July 10, 2017
Nebraska Health Care Learning Center
1200 Libra Drive, Suite 100, Lincoln, Nebraska 68512-9332
Phone 402-435-3551

SCHOLARSHIPS AVAILABLE
Refer to nehca.org for information related to refunds, absentee/make-up policies, use of recording devices and phones, and tax deductibility.

The Nebraska Health Care Learning Center policies regarding admission, withdrawal, attendance, grades, transcripts, college credit, program requirements and refunds are located in the Nebraska Health Care Learning Center catalog at nebraskanurseaide.org.
PROGRAM CONTENT
This program is designed to train the beginning nursing assistant to provide safe, effective and caring services to the patients of any health care setting. It is designed to meet the training requirements of both federal and Nebraska laws for nursing assistants working in a licensed nursing facility. The skills and knowledge contained in this material can be adapted for any health care or residential setting.

INSTRUCTOR
Connie Knorr, BSN, RN

PROGRAM OBJECTIVES
At the completion of the program, participants will be able to:
1. Identify the work setting and job responsibilities of the nursing assistant. Concepts include communication, safety precautions and emergency care.
2. Apply skills and principles used in the role of the nursing assistant to aid patients to meet their basic physical and safety needs.
3. Explore the nursing assistant’s role in meeting love and belonging, self-esteem, and self-actualization needs of the patient.

The first 16 hours of class are mandatory attendance to continue with the class. All attendance is required or an incomplete is given until time and content is made up.

COLLEGE CREDIT
6.5 quarter credits will be awarded upon successful completion of the Basic Nursing Assistant Training program. Training may be taken as credit or non-credit. Credit only if high school transcript is submitted within 30 days of completing the course. See the Learning Center Catalog for credit requirements at nebraskanurseaide.org.

TUITION AND FEES

<table>
<thead>
<tr>
<th>On/Before June 26</th>
<th>After June 26</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Fee</td>
<td>-0-</td>
</tr>
<tr>
<td>Tuition</td>
<td>$357.50</td>
</tr>
<tr>
<td>Fees</td>
<td>$18.76</td>
</tr>
<tr>
<td>Training Manual and Workbook (includes tax)</td>
<td>$53.61</td>
</tr>
<tr>
<td>Total Tuition, Fees and Manual</td>
<td>$429.87</td>
</tr>
<tr>
<td>Make-up Days</td>
<td>$45.00</td>
</tr>
</tbody>
</table>

- Scholarships available. Visit nebraskanurseaide.org for more information and an application.
- Additional testing fees apply for eligibility to the Nurse Aide Registry: $20 written, $32 clinical skills.
- For more information on testing, go to nebraskanurseaide.org and click Testing.

If a registrant has a disability that requires special needs, attach a written description of the needs to the registration form.

For Training Manual: Prices include sales tax; a shipping and handling charge will be added if mailed.

The Basic Nursing Assistant Training Manual (Fifth Edition), published by Nebraska Health Care Association, is required for those registering for the Basic Nursing Assistant program. The price of the manual is included in tuition and fees. Books will be distributed to students on the first day of training.

Nebraska Health Care Association
1200 Libra Drive Ste 100, Lincoln NE 68512
Phone 402-435-3551 Fax 402-475-6289
Email nhclc@nehca.org

The Nebraska Health Care Learning Center (NHCLC) – An Affiliate of the Nebraska Health Care Association
Nebraska Health Care Learning Center
Enrollment Form — Basic Nursing Assistant Training
Starting Date: July 10, 2017 Location: Lincoln, Nebraska

Payment for tuition and fees must be included with this enrollment form. Make a copy of this form for your records.

To enroll by mail: Complete this enrollment form, include payment (use any of the payment methods listed below), and mail to Nebraska Health Care Learning Center, 1200 Libra Drive, Ste 100, Lincoln NE 68512.

To enroll by fax: You must pay by credit card in order to enroll by fax. Complete this enrollment form, check “Credit Card” as payment method, complete credit card information, and fax the completed form to 402-475-6289.

To enroll online: Go to nebraskanurseaide.org and click Training.

A student’s Social Security number is required as a condition of enrollment. A student’s Social Security number constitutes an “educational record” under the Federal Educational Rights and Privacy Act (FERPA). That information will be disclosed only with the consent of the student or in those very limited circumstances when consent is not required by FERPA.

PLEASE PRINT
Social Security Number __________________________________________
Student Name (Last) __________________________ (First) __________________________ (MI) __________________________
Home Address
City _______________ State _______________ Zip _______________
County _______________ Phone (Day) _______________ (Evening) _______________
Email __________________________________________
Birth Date _______________ / _______________ / _______________
Gender: □ M □ F
Race (used for statistical purposes only):
□ Asian/Pacific Island □ Black/African American □ Hispanic/Latino
□ Native American □ White/Non-Hispanic □ Other
Veteran Status or Dependant Using Military Benefits: □ Yes □ No
Resident Status: □ Resident of Nebraska □ Non-resident of Nebraska
Course Number: NA071017 Course Title: Basic Nursing Assistant Training
Credit: 6.5 Quarter Credits
Check One Box (For Credit or Not For Credit):
□ For Credit (If requesting credit hours, must have high school transcript or equivalent on file with the Learning Center)
□ Not For Credit

Payment must be included.
Billing Information: □ Cash/ Check/ Money Order □ Credit Card □ Voucher □ Scholarship
If payment is by credit card, complete the credit card information in this box: ↓

Make checks and money orders payable to:
Nebraska Health Care Learning Center
1200 Libra Drive, Suite 100
Lincoln, Nebraska 68512
Phone 402-435-3551
Fax 402-475-6289
Email nhca@nehca.org

Cardholder’s Name (PRINT) __________________________________________
Credit Card # __________________________________________
Expiration Date _______________ CVC Code _______________
Cardholder’s Billing Address, City, State, Zip __________________________________________
Cardholder’s Email __________________________________________
Signature __________________________________________

↑ Your signature on the line above will authorize this transaction.

Submission of this form indicates that I understand the following: My registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed. Should I officially drop, withdraw or cancel, any refund in tuition will be determined by the date I submit my request to the Learning Center. Failure to attend does not constitute an official drop/withdrawal. The personal information is correct as shown; changes in the personal information must include the appropriate documentation. Students enrolling in courses through the Nebraska Health Care Learning Center consent to being photographed and videotaped during educational sessions for the possible inclusion in educational materials published by the Learning Center, NHCF, NHCA, NNFA and NALA. It is the policy of the Nebraska Health Care Learning Center to provide equal opportunity and nondiscrimination in all admission, attendance and employment matters to all persons without regard to race, color, gender, religion, national origin, or disability. Inquiries concerning the Nebraska Health Care Learning Center policies on equal opportunity and nondiscrimination should be directed to the Director of Nebraska Health Care Learning Center, 1200 Libra Drive, Suite 100, Lincoln, Nebraska 68512, phone 402-435-3551, fax 402-475-6289, or email nhlcic@nehca.org.

Signature __________________________ Date __________________________

NA07107-W