

Nursing Assistant (HEA 100)
Klamath Community College application form

Full name _____
Last First Middle

Address: _____
Street Address Apt/Unit #

_____ City State Zip Code

Home Phone: _____ Cell Phone: _____

E-mail Address _____
(REQUIRED CURRENT address)

Student Signature _____ Date _____

Data for Oregon State Board of Nursing (OSBN) optional

Race: _____
Primary language spoken: _____

KLAMATH COMMUNITY COLLEGE NURSING ASSISTANT PROGRAM

APPLICATION PROCESS: PHASE I

Student Name: _____ Phone: _____

E-mail: (required) _____

1. ACADEMIC REQUIREMENTS

(ATTACH A COPY OF YOUR UNOFFICIAL TRANSCRIPT OR PLACEMENT TEST)

REQUIREMENT	REQUIREMENT DESCRIPTION	Yes	No	Grade if applicable	initials/date
MATH PLACEMENT SCORE Part-one	<i>Must have earned at least 80% on placement test one; to place out of Math 10.</i> Have met the minimum requirement to begin the application process.				
MATH 10	If student has completed Math 10 or higher, with "C" or better. They have met the minimum requirement to begin the application process.				
Writing PLACEMENT SCORE	<i>Must have earned at least 81% on reading and 65% on sentence to place out of WRI 90.</i>				
WRI 90	If student has completed WRI 90 with "C" or better, they have met the minimum requirement to begin the application process.				

NOTE: STUDENTS ARE TO PROVIDE DOCUMENTS OF EACH REQUIREMENT LISTED BELOW FOR INSTRUCTOR TO VERIFY

Additional Requirements	Comments	initials/date
Current AHA Healthcare Provider CPR Card (must be hands on CPR class)	Expiration Date:	
Immunization: Measles (MMR) see instructor or website for the form	Date of vaccines or titer:	
Immunization: Hepatitis B series see instructor or website for waiver form	Date of vaccines or titer:	
2 step TB/PPD skin test, QuantiFERON-TB Gold (QFT) blood test or Chest X-ray Must not be more than a year old by end of the term you apply to.	Results of PPD or CXR:	

CPR card can only be Healthcare Provider by American Heart Association. Immunization record and Hepatitis B waiver must be on the correct forms.

CERTIFIED NURSING ASSISTANT (HEA 100) APPLICATION

Dates when application is accepted and deadlines for submission of all required material for 2019-2020 It is your responsibility to follow the listed timelines if you want to be considered for admission into HEA 100. Failure to do so will result in immediately being disqualified from admission in the term in which you are trying to apply. You would be welcome to apply for admission during the next offered session, if you wish to try again.

FALL 2019

Applications will begin being accepted May 30, 2019 to July 8, 2019

Application Deadline for fall 2019 is, July 8, 2019@ 5pm. No exceptions.

If you are admitted, the course will begin: October 1, 2019

For specific application information, please read NA application process on the KCC webpage under programs> health science.

WINTER 2020

Applications will begin being accepted October 1, 2019 to November 18, 2019

Application Deadline for winter: is November 28, 2019 @ 5pm. No exceptions.

If you are admitted, the course will begin: January 6, 2020

For specific application information, please read NA application process on the KCC webpage under programs> health science.

SPRING 2020

Applications will begin being accepted January 31, 2020 to February 28, 2020

Application Deadline for spring is February 28, 2020 @ 5pm. No exceptions.

If you are admitted, the course will begin: March 30, 2020

For specific application information, please read NA application process on the KCC webpage under programs> health science.

Summer 2020

Applications will begin being accepted April 6, 2020 to May 11, 2020

Application Deadline for summer is May 11, 2020 at 5 PM. No exceptions.

If you are admitted, the course will begin: June 22, 2020

For specific application information, please read NA application process on the KCC webpage under programs> health science.

FALL 2020

Applications will begin being accepted June 22, 2020 to July 24, 2020

Application Deadline for fall 2020 is July 24, 2020 @ 5pm. No exceptions.

If you are admitted, the course will begin: September 28, 2020

(541) 880-2271 or (541) 880-2270

For specific application information, please read NA application process on the KCC webpage under programs> health science.

The admission process FOR HEA 100 for details see the website

https://www.klamathcc.edu/kcc_new/media/Degree-Programs/Nursing%20Assistant/2018-19/Dear-HEA-100-Applicant-3-23-2018.pdf

Phase I is based on you meeting the general program requirements. Complete the application form from the website.

https://www.klamathcc.edu/kcc_new/media/Degree-Programs/Nursing%20Assistant/2018-19/CNA-Application-3-23-2018.pdf

Complete all required prerequisite courses, certifications, proof of immunizations, college transcripts and/ or complete placement testing. The test results must be completed by the application deadline for the term in which you are applying.

****Applications submitted after term application deadline will not be accepted. No exceptions.**

Phase II- by invitation only includes health care aptitude inventory interview in the form of a questionnaire.

Phase III- instructions how to complete your criminal background check and drug screen. You must pass your criminal background check and drug screen before being invited to move on to Phase IV.

Phase IV- You will receive via email your Acceptance Letter with instructions on how to enroll.

For other question please go to the website at:

<https://www.klamathcc.edu/Academics/Programs/Nursing-Assistant>

Feel free to make an appointment for questions at 541-880-2271 or culp@klamathcc.edu

Background check

Background site for review

Review the Oregon Department of Human Services criminal history requirements and policies located in Division 7 located at http://arcweb.sos.state.or.us/pages/rules/oars_400/oar_407/407_007.html.

Review the Oregon Board of Nursing's criminal history requirements and policies found in Division 1 of the Nurse Practice Act located at <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=215762>."

FEES

Program costs:

HEA 100 - 7 credits: these costs can rise with notice. This is only an approximation

Cost for tuition and fees can be determined with the use our cost finder on line.

Drug screen:	\$55.00-\$60.00 (plus with send outs)
Fingerprints:	\$15.00 - \$20.00
Criminal background:	\$65.00-\$70.00
Book:	\$74.00 new and \$55.50 used for both ranges \$84.00-\$112.00
Work book:	\$38.00 new or \$28.50 used
Total:	\$1872.00 - \$2,952.00 can vary with your need related to the class

Clinical costs: these costs can rise with notice. Costs depends your choice of provider. This is only an approximation

2 Uniforms:	\$40.00 - \$100.00 costs varies with store chosen
Shoes:	\$40.00 - \$100.00 cost varies with store chosen
Gait belt:	\$12.00 -\$20.00 cost varies with store chosen
HEP B:	\$60.00 - \$70.00 per injection & a visit fee (there is three injections)
TB Skin test:	\$18.00 - \$20.00 cost varies with provider (there is two step testing)
(Chest X-ray if required after TB skin test, cost varies with providers and fee for MD follow up)	
Total:	\$308.00-\$470.00

State costs: these costs can rise with notice. This is only an approximation

State testing fee:	\$106.00
OSBN background check:	\$64.50 (pay as directed by instructor)

APPROXIMATE OVERALL TOTAL \$2543.60 to \$2748.6 this will vary term to term is only an estimate.

PLUS THOSE ADDITIONAL FEES OR COST AS CHANGES OCCUR & LISTED: Additional expenses: class supplies (3 ring binder, notebook paper, pens/pencils, highlighter, etc) financial aid is available to qualifying students.

Contact the Financial Aid Office or Student Services at: (541) 882-3521 for details.

Dear HEA 100 Applicant,

Thank you for your interest in Klamath Community College's Nursing Assistant Training Course (HEA 100). HEA 100 is a 7 credit course designed to prepare students for the Oregon State Board of Nursing: Certified Nursing Assistant (CNA) exam. Course components include classroom lecture, skills lab, and clinical practice in healthcare settings.

Consider this letter your invitation to start the application process. You need to determine which term you plan to apply to HEA 100 (fall, winter, spring), to meet the time requirement for applying. Please see the link "Application Dates". Take the time to read through this document and then please follow this check list of instructions:

1. If you are a KCC student and have taken the placement exam, it must be within the last year. (This exam is free of charge). If you will be a first-time, credit student at KCC, speak with a Student Success Representative for information about admissions, financial aid, placement testing, and transferring credit for any college work completed elsewhere. You can stop by Student Services or call 541-8802-3521 ask for student services.
2. Submit either your transcripts from KCC and/or another college showing proof that you have completed both MTH 10 and WRI 90 with a "C" or higher OR, show student services your placement test results- these results must show proof of: Writing proficiency must have earned at least 20-80% on reading and 20-64 on sentence to place out of WRI 90. Math proficiency must score at least 80% on placement test one; to place out of Math 10. If you place below these percentage you will need to take writing 90 and math 10 courses. Receive a "C" or better before applying to the program
3. You must show proof of a current American Healthcare provider CPR card which includes certification in Hands on adult/child/infant-one and two person AED- Issued by American Health Association. This must be current within term you completion of HEA 100 course.
4. You must show proof of an up to date MMR immunizations, within the year 2 step TB/PPD skin test or QuantiFERON-TB Gold (QFT) blood test or Chest X-ray and Hepatitis B and recommended updated Tdap. This Form is on the website or Human Relations Department.
5. Give your current email address. Once you have met these course basic requirements and have submitted them prior to the term application deadline, you will receive time sensitive information on how to complete phase II. If you do not check your email regularly or do not have an updated email address, this will impact the completion of phase II and moving thought the process completely. If email access is not available to you, ensure that your contact information is correct on your application paperwork. Each step is time sensitive. Be sure to read carefully, ask questions and complete the steps on time. If you miss the date or time established at any time in the process, you will need to reapply at another time.

Once the pre-registration requirements are met, you have passed the admissions interview, drug screen and background check, you will then receive an acceptance letter detailing the information you need to register for HEA 100. This letter also contains date and time sensitive steps. So please read the information carefully, be proactive about the requirements. Remember to present your acceptance letter at the time of registration. Enrollment is limited to 20 students on a first-come, first-serve basis. Best wishes as you begin a new adventure!

Sincerely,

Marylin Culp, RN

NA Program Director and Instructor

7390 South Six Street

Klamath Falls, OR 97603

541-880-22271

culp@klamathcc.edu