CCP Special Pathway Checklist: Nurse Aide (Current Students)

Nurse Aide – C45840HS

CCP Nurse Aide Enrollment Steps:

The following items must be submitted/completed to be eligible for the pathway:

Attention: Acceptance into the pathway does not guarantee a spot in the course(s).

Attention: Only 11th/12th Grade Students (rising Juniors and Seniors) are eligible for this pathway

☐ CCP Continuing Student Form

- Attach High School Transcript (PDF, Word, or JPG format)

☐ **Complete the additional Nurse Aide Steps outlined in Pages 2-3 of this checklist**

☐ Receive confirmation email of successful course registration by CCP Staff

ATTENTION: Students will be registered for the designated course (You will not register yourself for this course)

- **Course:**
  - **NAS-101 – Nurse Aide 1 (Spring 2023)**
- **Locations:**
  - **Scott Northern Wake Campus (5:30PM – 9:30PM)**
  - **Public Safety Education Campus (5:00PM – 9:00PM)**

☐ Confirm your registered course(s) in Self-Service

NOTE: Registration for the course will occur later within the enrollment cycle. You will be notified once you have been registered for the designated course.

NOTE: For further assistance regarding enrollment, schedule an appointment to check the status of your enrollment or a virtual advising appointment upon acceptance. For other general questions and/or information, email ccp@waketech.edu.

Nurse Aide (CTE) Pathway Steps

CCP Steps

STEP 1: Complete CCP Enrollment Process:

- ☐ CCP Continuing Student Form
- ☐ High School Transcript (unofficial)

Nurse Aide Steps

STEP 2: Complete Nurse Aide Steps

ATTENTION: This pathway is offered during Spring and Fall ONLY

1. **ONCE ACCEPTED IN CCP PROGRAM, CONTACT:** Lucy Weathersbee, Office Assistant for the Nurse Aide Department, at leweathersbee@waketech.edu. **Please identify yourself as a CCP student and include your WTCC Student ID number when requesting a copy of the CCP NA Syllabus.** She will respond with a copy of the CCP Hybrid Nurse Aide I Syllabus that students must read.
2. **EMAIL:** Students must email leweathersbee@waketech.edu to acknowledge that they have read and understand the syllabus and to confirm their intention to attend the CCP Nurse Aide I class.
3. **GO TO:** https://portal.castlebranch.com/WL15 and follow instructions to pay for the Criminal Background Check (CBC), Urine Drug Screen (UDS) and Medical Document Manager ($116.00). This fee must be paid online using a credit, debit or pre-paid card. Please note that the CBC and UDS are valid for one year from date of payment. **THIS FEE IS NON-REFUNDABLE**. Students should not pay CastleBranch for the CBC and UDS until they have confirmation of class/campus placement in the CCP Nurse Aide Program from Lucy Weathersbee.
   - **a. Criminal Background Check**
     - i. The Criminal Background Check will automatically start to process when the fee is paid.
   - **b. Urine Drug Screen**
     - i. The Urine Drug Screen will not be complete until the urine sample has been submitted at a collection facility. The nearest facility will be provided in CastleBranch by zip code.
   - **c. Clinical Paperwork for NA1 Class (Deadline: February for Spring term – October for Fall)**

     Students will be responsible for submitting their Clinical Paperwork (listed in NA Syllabus) to CastleBranch by scanning and uploading or faxing to the company. Instructions to upload or fax are located on the CastleBranch website. **Students must complete the CBC Consent Form and, if under the age of 18, the Underage Student Consent & Disclosure Form (requires parent/guardian signature) in CastleBranch before they can be registered for the NAS class.**

Step 3. Registration

Once the CCP student completes Step 1 (CCP steps) and Step 2 (Nurse Aide steps), the CCP Office is notified to register the student for the approved NAS course that is part of the CCP Nurse Aide pathway. Other courses in the Nurse Aide pathway must be registered for by self-registration or course request form submission.

Please note: CCP NAS 101 classes are hybrid classes. This means that the lecture portion is online. Attendance will still be necessary for lab and clinical.

Location of Nurse Aide Clinical Labs:

- Scott Northern Campus, 6600 Louisburg Road, Raleigh, NC 27616
- Public Safety Education Campus located at 321 Chapanoke Road, Raleigh, NC 27603.

Please note: Days and times of courses are to be determined.

Due to limited seating, a timely submission of program requirements is recommended.

Seating is on a first come, first serve basis.

Additional Expenses for Nurse Aide I (CCP)

- **Health Insurance** **Cost determined by Insurance Company and policy premium.**
- **Copies of 2 official signature bearing ID's, with matching names, one of which must be a US government issued, valid photo ID and the other must be a US Social Security card.** The Social Security card must be signed. The card must NOT be laminated. Cost for copies.
- **Copy of CPR certification.** American HEART Association Basic Life Support (BLS) for the Health Care Provider (HCP) certification is required. Online CPR is not accepted as you must actually demonstrate CPR on a manikin in front of an instructor for your CPR certification to be accepted. Wake Technical Community College offers CPR classes.
  (See list of available Wake Tech CPR classes.) Wake Tech cost $75.00 + $20.00 book.

If CPR is taken elsewhere, cost determined by other facility.

- **Copy of your Wake Technical Community College photo ID.** (ID may be obtained on any campus) No charge for ID badge – cost for copy
- **Correctly completed Health Sciences Student Medical form.**

Cost determined by medical office where physical is performed.

- **Proof of the following immunizations:**
  - TDAP within last 10 years
  - 2 MMR (CDC requires 28 days between vaccines) or proof of immunity
  - 2 Varicella (CDC requires 28 days between vaccines) or proof of immunity
  - 2 Negative PPD (TB) within the past 12 months. The last test must be within 1 year of the last day of the class. We will accept the QuantiFERON Gold TB Blood Test.
  - 3 Hepatitis B or sign decline waiver
  - Flu shot for classes with clinical dates between October 15 and April 30
  - COVID-19
    - COVID-19 Vaccination(s)
    - Documentation must include type of vaccine/manufacturer and lot number for approval

If shots or titers (blood test) are necessary, cost is determined by lab or medical facility providing service.

Items below must be purchased before the Clinical phase of the class

Tops/pants – neat, clean, wrinkle free navy blue scrub. A solid white or navy blue shirt may be worn under the scrub top. Pants must fit at the natural waist and be long enough to cover the ankle.

Shoes - BLACK, non-canvas, closed toe, closed heel (black sneakers are acceptable)

Socks/Hose - black (no portion of the leg or ankle should be visible)

Watch with a second hand and a stethoscope

Cost for items listed above are dependent upon place of purchase.