

PROJECT H.A.T.S.A. (Helping Achieve TANF Success through Actions)



CERTIFIED NURSE ASSISTANT PROGRAM (C.N.A.)

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Purpose of Project HATSA



- To improve a TANF client's employability in the healthcare industry
- To provide resources for career and technical training at GCC
- Earn college credits that can lead to a higher degree (example: Associates Degree)
- Focused on Education for 3-4 months
- Internship with Medical Clinics/Medical Providers
- Earn a National Career Readiness Certificate (NCRC) that is recognized nationally.
- Enroll up to 68 participants for 1 year (17 participants per cycle (4 Cycles)
- Ensure there is no cost to the student/client.



C.N.A Objectives

- ✓ This course prepares students to function professionally and competently as Nursing Assistants under the supervision of the LPN, RN, or MD in such clinical areas as home health, community health, hospitals, clinics, private medical offices, and mental health.

- ✓ Graduates will be able to generate the knowledge and illustrate the skills required to pass the National Nurse Aide Assessment Program Exam which leads to becoming a Certified Nursing Assistant (CNA).

- ✓ Students will achieve these outcomes upon completion of this certification:
 - a) Identify the principles of prevention, therapy and rehabilitation for patients of all ages.
 - b) Distinguish the roles of a Nursing Assistant in a health care team.
 - c) Apply the Nursing Assistant principles and skills learned in class/lab to the clinical setting.
 - d) Demonstrate proficiency and knowledge of nursing assistant skills in preparation for the NNAAP (National Nurse Aide Assessment Program) written and practical exam



Process & Timelines

A hand is shown pointing to a clock face, which is the background of the slide. The clock has large numbers and a red second hand. The hand is pointing towards the 10 o'clock position.

- September 2012 – Met with Career Placement Office Director & Allied Health Nurse Administrator at the Guam Community College to discuss Plan
- September –December 2012 – Amended existing Memorandum of Agreement
- February 2013 – Received approval from the Attorney General’s Office
- March 2013 –Orientation to TANF participants Scheduled
- April 2013 – Commencement of Cycle 3 – Work Readiness Week

Program Orientation

- Advertised “Certified Nurse Assistant (C.N.A.)” Program at all Public Health Centers and Social Workers contacted via phone all their clients
- 35 Attended the orientation
- Speakers: Nursing Administrator of Community College, Work Programs Supervisor, C.N.A. Students, and HATSA Cycle 1 student
- Introduced Program , requirements, reviewed forms in C.N.A. Packet which included step by step process or checklist



Selection Process

- High School Diploma or GED



- Must not have no unpaid “debt” with GCC



- Invited all interested to the HATSA C.N.A. Informational Session



- Telephone contact made to all those selected and inquired regarding interest to participate.



- Selection – CASAS – Must place at these levels:
EN100W(Fundamentals of English Writing and MA095 (Pre College Mathematics) in order to meet C.N.A. requirements



Registration Process

- Students provided a checklist of each step that needed to be completed for the registration process
- Students need to complete PPD Skin test – administered by Nurse – GCC
- Partnered with immunization program within DPHSS for free immunizations for students (not covered under Medicaid if >18 y.o.) – Developed a standard referral – held a special clinic
- Partnered with Northern Regional Community Health Center – Held special clinic for Physical Exams required by Guam Memorial Hospital

Work Readiness Week

- WRW contracted by GCC
- Pre-Academic WRW
- Discussed with students – Participants responsibilities and signed Individual Responsibility Plan
- Distribution of Class Schedule and Program expectations
- Subject different each day – Topics included:
 - How to write and effective Resume
 - How to complete a Job Application
 - Interviewing Do's and Don'ts in the health care industry
 - Dress for Success “Communication (Clearly & Effectively)”
 - Financial Management
 - Employee Rights
 - Work/Sexual Harassment
- restructuring WRW by establishing Post Academic Work Readiness a week before internship begins - Re-emphasize some topics discussed in the Pre-academic stages (i.e. Interviewing skills, etc)

Program Courses



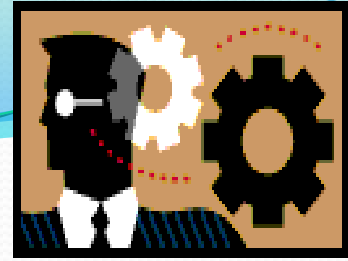
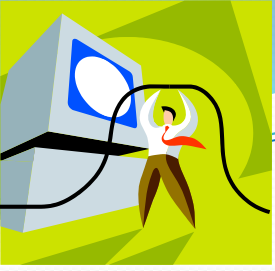
- Work Readiness Workshop
 - 72 Hours
- NU101-Nurse Assistant:
 - 60 hours Lecture
 - 60 Hours of Lab
 - 60 Hours of clinicals
 - 12 College Credits @ 180 Contact Hours
- HL131 –Basic Life Support (BLS) for Health Care Providers
 - 1 College Credit
- HL120 – Medical Terminology
 - 2 College Credits
- CNU282-Nurse Assistant Review Course
 - 2 CEU's
- WorkKeys System (National Career Readiness Certificate)
 - NCRC Certification

Post - Academic

- Extended internship/work experience with Guam Memorial Hospital Skilled Nursing Facility, Northern Regional Community Health Center, Southern Regional Community Health Center
- Collaborated with Health Professional Licensing Office – Scheduled Board to review applications and schedule for Board Exam (Exam taken on August 23 and 24th)
- Payment arrangements for Nurse Assistant Application and Test Fees coordinated between the JOBS Program and Health Professional Licensing Office
- Guam Community College – provided at no charge refresher of Skills Test and Practice Exam questions a week prior to the actual exam

Overall Enrollment and HATSA Program Completion Outcomes (Cycles 1 -3):

- Total Enrollment:
 - 30 of 37 Students successfully completed the entire program - 81% Success Completion Rate
 - 2 of 37 students were disqualified from Public Assistance due to non-compliance
 - 29 of 37 Students completed the WorkKeys (8 did not take the workkeys) – 78% Success Completion Rate
 - 27 of 30 students who completed the program earned a National Career Readiness Certificate (NCRC) in the following Levels:
 - 4 of 30 Students (13%) Scored Gold Level
 - 14 of 30 Students (47%) Scored Silver Level
 - 9 of 30 students (30%) scored Bronze Level



Key Train Curriculum

- KeyTrain is the complete interactive learning tool for career readiness skills. It helps people master the applied workplace skills as defined by the WorkKeys® system.
- The WorkKeys® system measures the skills required in the everyday workplace. It helps to improve America's workforce by sharpening the workplace skills of students or employees. Employees are then placed in jobs where they can be more successful. This system benefits individuals, businesses and educators by providing a common language for describing basic skills needed for jobs.
- The National Career Readiness Certificate (NCRC) is an industry-recognized, portable, evidence-based credential that certifies essential skills needed for workplace success. This credential is used across all sectors of the economy and verifies the following cognitive skills:
 - Problem solving
 - Critical thinking
 - Reading and using work-related text
 - Applying information from workplace documents to solve problems
 - Applying mathematical reasoning to work-related problems
 - Setting up and performing work-related mathematical calculations
 - Locating, synthesizing, and applying information that is presented graphically
 - Comparing, summarizing, and analyzing information presented in multiple related graphics





The Meaning Behind NCRC Levels

- **Bronze** - scores at least a level 3 in each of the three core areas and has the necessary foundational skills for 16 percent of the jobs in the WorkKeys database (9 of 30 participants scored)
- **Silver** - scores at least a level 4 in each of the three core areas and has the necessary foundational skills for 67 percent of the jobs in the WorkKeys database (14 of 30 participants scored)
- **Gold** - scores at least a level 5 in each of the three core areas and has the necessary foundational skills for 93 percent of the jobs in the WorkKeys database (4 of 30 Participants Scored)
- **Platinum** - scores at least a level 6 in each of the three core areas and has the necessary foundational skills for 99 percent of the jobs in the WorkKeys database (None.....yet)



Overall Enrollment and HATSA Program Certification Outcomes (Cycles 1 -3):

- 20 of 23 Construction Trade Students (Cycle 1 & 2) earned the following:
 - 17 College Credits
 - 45 Contact Hours of Industrial Safety
 - USACE EM 385-1-1 Construction Safety Hazard Awareness 16 hour course for contractors
 - Powered Industrial Trucks Certificate
- 10 of the Certified Nurse Assistant (C.N.A.) students earned the following:
 - 15 College Credits
 - Basic Life Support Certification
 - Work Readiness Certificate
 - National Career Readiness Certificate

Overall HATSA Program Employment Outcomes (Cycles 1 -3):

- 16 of 30 (who successfully completed the program) or 50% are employed:
 - 5 – Construction Trades Industry
 - 2 – Safety Companies
 - 1 – Warehouse Delivery
 - 3 – Administrative Support field non-related to construction trades or Allied Health
 - 1 – Food & Beverage Industry
 - 1 – Government of Guam
 - 2 – Health Care industry
 - 1 – Retail and Sales

Overall HATSA Program Other Outcomes (Cycles 1 -3):

- 8 of the 20 students from our Construction Trades continued their education for their chosen trade with Guam Trades Academy through the assistance of AHRD/DOL.
- 8 of the 10 Students from the Certified Nurse Assistant (C.N.A.) are pursuing their nursing degree at the Guam Community College.

Best Practices

- Develop training programs by establishing Employer needs or occupations in demand (Should be skills that can be used rather than skills focused on a particular industry)
- Memorandum of Agreement should include language re: training program curriculum flexibility
- Have orientation for employers and companies – provide information regarding the program.
- Mentoring and Communication
- Establish a Liason between college and Pilot Project
- Ensure support services are in place for events/training that is beyond the regular established schedule & work with community partners to assist
- Job Development & Marketing the Client:
 - Collaborate closely with local Department of Labor or Once Stop Career Center for employment once participants have completed their academics and certifications
 - Be Prepared with their resumes' and provide insight about the client (You must know the client's work habits, etc)– use performance evaluations to support or advocate for your client(s).
 - Demonstrate to employers how your program can save them TIME, ENERGY and MONEY. Allow employer to “test the waters”. Place participant in “unpaid Work Experience” Contract for 3 months. This will allow the employers to observe whether or not the participant will be an “asset” to their company.
 - If placement/employment is successful, utilize the employer to act as your “reference” about the positive value of the program.



Participant Testimony



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