



RIVERSIDE CITY COLLEGE SCHOOL OF NURSING

Nursing Assistant Training Program (NATP) Information Sheet

General Information

The Nursing Assistant Training Program (NATP) is approved by the California Department of Public Health (CDPH). The contact information for CDPH Healthcare Professional Certification & Training Section (HPCTS) is P.O. Box 997416 MS 3301, Sacramento, CA 95899-7416, (916) 327-2445.

Contact Information for Approval Agency

| Agency | Address | Phone Number |
|---|--|----------------|
| CDPH Healthcare Professional Certification & Training Section (HPCTS) | P.O. Box 997416 MS 3301 Sacramento, CA 95899-7416 | (916) 327-2445 |

NATP (NNA-80) Course Information

Program Overview

60 Hours Lecture
117 Hours Lab/Clinical
5.5 Units

The Nursing Assistant Training Program is an 8 or 16-week full-time course offered in Fall and Spring. This course is designed for students who have expressed interest in the entry level nursing profession. This course meets Title 22 regulations in taking care of the geriatric population in the long-term care setting utilizing skills in basic care, emergency care, and communication.

Upon successful completion of this 5.5-unit program, and achievement of the certificate of completion, students are qualified to apply for and take the California Competency Exam administered by an approved CDPH Testing Vendor. Once the student passes the state competency exam, the California Department of Public Health will issue the certificate demonstrating the graduate is a new Certified Nursing Assistant pending criminal screening.

Grade Requirements

Students are required to earn an overall grade of 75% or above and complete all program hours to pass NNA-80 Nursing Assistant Training Program course.

Clinical Site Locations

Clinical sites for the Nursing Assistant Training Program are in the cities of Riverside and Moreno Valley.

Curriculum Guide for the Nursing Assistant Training Program/Course Content

- Introduction
- Patient Rights
- Interpersonal Skills
- Prevention Management of Catastrophe and Unusual Occurrence
- Body Mechanics
- Medical and Surgical Asepsis
- Weights and Measurements
- Patient Care Skills
- Patient Care Procedures
- Vital Signs
- Nutrition
- Emergency Procedures
- Long-term Care Patient
- Rehabilitative Nursing
- Observation and Charting
- Death and Dying
- Abuse

NATP Application Period

- First business day of September – Last business day of September to start **SPRING** semester.
- First business day of April- Last business day of April to start **FALL** semester.

Please visit the RCC [RCC School of Nursing Website](#) to complete the application online during the designated application periods.

Requirements for Eligibility

- Applicants must be at least 16 years of age to apply.
- Applicants must have an RCC application on file and be eligible to attend RCC to be considered for admission.
- Applicants must complete and submit a Nursing Assistant Training Program application to the School of Nursing for consideration. Applications may be obtained at RCC School of Nursing website during application filing periods. Please verify current application filing period dates on the Nursing website or School of Nursing at (951) 222-8407.
- Valid United States Social Security number or Individual Taxpayer Identification Number (ITIN) (required for clinical facilities).
- Valid Government issued picture ID (driver's license, identification card, passport, military ID).
- Valid American Heart Association Healthcare Provider CPR card.
- Clear criminal background, including Live Scan fingerprints, and health clearance at the time of program acceptance.
- Completed physical exam and immunizations by designated date on pre-program checklist.

Program Requirements

Required Submissions

Students accepted into the Nursing Assistant Training Program are required to submit:

- Health & physical examination
- Immunization records
- American Heart Association (BLS) HealthCare providers CPR card
- Completed background check through Live Scan (fingerprints).

Health Requirements

Applicants must be free from communicable diseases, infections, psychological disorders, and other conditions that would prevent the successful performance of the responsibilities and tasks required in the training program.

Criminal Background Requirements

Based on guidelines from California Department of Public Health (CDPH), and clinical facility policies; nursing students must have clear criminal background and be fingerprinted to participate in clinical courses. The School of Nursing requires applicants to disclose prior misdemeanor and felony convictions. The applicant must explain the circumstance of the conviction and provide documentation of rehabilitation. The CDPH considers the following in determining eligibility for certification:

- Nature and severity of the offense
- Subsequent acts
- Recency of the acts of crime
- Compliance with court sanctions
- Evidence of rehabilitation

Enrollment Procedure

1. Application will be posted on the RCC [RCC School of Nursing Website](#) during open application period.
2. Student completes application online and submits online. Once the application is submitted you will be notified of receipt.
3. Once the application is received, the Program Specialist, Nursing will verify completion of the application and ensure eligibility requirements have been met.
4. If the application is complete and eligibility requirements have been met, a pre-program checklist will be emailed to the applicant.
5. The applicant will complete the pre-program checklist requirements and will submit the completed packet by the deadline to natp@rcc.edu. The deadline will be provided. The pre-program checklist contains information regarding setting up a Complio account (health records, vaccine verification, CPR card, etc.) along with other important information. Any supplemental documentation such as letters of recommendation, military service, etc. must be submitted to natp@rcc.edu.
6. Eligible applicants who received a pre-program checklist must attend a mandatory Bootcamp on the specified day. During Bootcamp, the applicant will receive another checklist that has information regarding finger printing, uniforms, etc.
7. If all the above is completed by the designated deadlines, the applicant is eligible for acceptance into the NATP program and will be notified via email by the Program Specialist, Nursing.
8. Admission is granted on a first come, first serve based on submission and completion of the pre-program checklist by the deadline and attendance at Bootcamp.

Selection Procedure

Selection of the Nursing Assistant Program will be filled on first-come first-served basis of qualified applicants. RCC reserves the right to designate a certain number of spaces for contract agreements and/or to meet grant-designated outcomes. If a student is not offered a space in the program, a new application is necessary in the next application period.

Requirements

State Certification Requirements

To be eligible to take the state certification exam, students must successfully:

- Earn an overall grade of 75% or above
- Complete all program hours to pass NNA-80

Students are required to meet the state requirements for hours of theory and clinical attendance.

CDPH Identification Requirements

The California Department of Public Health (CDPH) requires:

- A valid social security number or ITIN
- A valid government issued ID for certification.

The California Department of Public Health Healthcare Professional Certification & Training Section (HPCTS) can be reached at (916) 327-2445.

Technology Hardware/Software Requirements

Students will be required to have access to either a laptop/desktop computer with the following:

- System requirements:
 - Windows 7 or above, Intel Pentium or greater, 250 MB free space, 2 GB RAM OR
 - Mac OS 10.11 or above, Intel or M1 chip, 250 MB free space, 2 GB RAM OR
 - Chrome OS 58 or above, Intel Pentium or Arm, 250 MB free space, 2 GB RAM
- Hardware requirements:
 - An internal or external webcam
 - A microphone is required
- Additional Requirements:
 - Ability to download Google Chrome to use the required College testing platform
 - Access to a stable, internet connection

Expenses

- Students pay Health Services \$25.00
- Parking \$50.00
- Student Services Fee \$10.00
- Tuition \$46.00 per unit
- Uniform approximately \$100.00
- Cost of books and supplies approximately \$100.00.
- Physical examination/lab work cost approximately \$100-600
- Background check/CPR cost approximately \$220.00
- It is recommended that students carry personal health and accident insurance including hospitalization.
 - Policies are available to college students at reasonable rates.
 - The college provides liability insurance at NO cost to the student.

When planning expenses, students should be aware they may have to limit their hours of employment due to program requirements. Scholarships and grants are available to those who qualify.

Other Requirements

Health Exam and CPR Certification

Students will be admitted to the program pending submission of a CPR Card (American Heart Association BLS Healthcare Provider) valid for 1 year, and a completed health examination form with clearance permitting unrestricted functional activities essential to nursing practice in accordance with the American with Disabilities Act (1990). Health Exam and CPR Certification are not required at the time of application. To remain enrolled, a student must have a compliant Complio account by the specified due date or the first day of the semester, whichever comes first.

Background Check

All new and readmitting students are required to demonstrate a clear background check. See the *Background Check/Drug Screen* policy in the *SON Enrollment Committee Policy and Procedure Manual* for further details. The background check requires that students be able to provide a valid social security number or Individual Taxpayer Identification (ITIN) number. The process for obtaining the background check is available in the School of Nursing office.

California Department of Public Health

The Professional Certification Branch (PCB), Aide and Technician Certification Section (ATCS) is primarily responsible for the certification of nurse assistants by ensuring applicants adhere to the California Health and Safety Code, Section 1337- 1338.5.

Mailing Address:

Aide and Technician Certification Section
P.O. Box 997416, MS 3301 Sacramento,
CA 95899-7416
Phone Number: (916) 327-2445

Disclosure of Social Security Number/Individual Taxpayer Identification Number (ITIN)

If you fail to disclose your social security number or ITIN, your application for initial or renewal certification will be delayed or rejected.

Fingerprint Requirement

One requirement to qualify for the certification examination is the submission of Live Scan fingerprints. These are evaluated by the California Department of Justice and the F.B.I.

The Riverside Community College District Board of Trustees has adopted policies and procedures and has endorsed practices, which provide for the district and its employees and students to comply with all applicable laws relating to prohibition of discrimination based on gender, age, race, color, national origin, disability, or sexual orientation.