



CERTIFIED NURSING ASSISTANT INFORMATION SESSION

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Nursing Assistant Orientation

Overview

- Welcome
- Maryland Board of Nursing Requirements
- Descriptions of CNAs vs GNAs
- Cost & Payment Plan
- Online Testing takes approximately:
 - Reading Test-30 Minutes
 - Math Test-20 Minutes
- Required Class/Clinical
- Requirements/Steps for Becoming A CNA & GNA
- Registration



Montgomery College
endless possibilities



Maryland Board of Nursing Requirements

- ❑ **Must be 18 years old by the time the course is completed**
- ❑ **MUST HAVE A SOCIAL SECURITY NUMBER**

NO EXCEPTIONS!

How Do I get Started?

Need to pass both tests with $\geq 80\%$ in order to register. Takes approximately:

- ▣ Reading Test – 30 minutes
- ▣ Math Test – 20 minutes

You may take this test as many times as necessary to pass. However, if you have not passed after the 2nd try, please email me for assistance:

wendy.wells@montgomerycollege.edu



Testing

- After reading the ENTIRE PRESENTATION contained in this orientation, please proceed to the next link to begin testing for the basic math and reading comprehension tests.
- Do not have anyone take these tests online for you. Math will come up in the course.



Adult ESOL & Literacy Grant Program

- The Adult ESOL Program provides basic English language and life skills instruction to county residents whose native language is not English. This program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.
- ***Do you want to learn more English for your healthcare job?***
- **If you answered “yes” to these questions, and qualify, training is for YOU!**
- **ESOL for Healthcare will help you learn the English and basic skills you need to work in entry-level healthcare jobs. If interested, you MUST ATTEND one of the ESOL for Healthcare Jobs orientations and testing sessions**

Adult ESOL & Literacy Grant Program

- **For more information**, please send inquiries via e-mail to ESOL@montgomerycollege.edu
- This program is funded by the MD Dept. of Labor, Licensing, and Regulation, the U.S. Dept. of Education, and the Montgomery County Government.

Maryland Board of Nursing Requirements

- Background Check
- Fingerprinting and photo ID
 - ▣ Arranged by Instructor during class for application

Taking this course does not guarantee a job!

Course & HealthCare Facility Requirements

- ❑ Passing Math and Reading Test with $\geq 80\%$
- ❑ Computer, laptop, ipad, telephone w/camera and internet capabilities to access course from home
- ❑ BLS for Healthcare Providers-CPR card from American Heart Assn
- ❑ Physical Examination by a Doctor or Nurse Practitioner
- ❑ Immunizations & Titters (MMR, Varicella, Hep B)
- ❑ Flu Vaccine/Covid 19 vaccines and Booster
- ❑ TB Test results (If positive will need a chest x-ray)
- ❑ Drug and alcohol screen prior to clinical
- ❑ Background Check#1 prior to clinical
- ❑ Background#2/fingerprinting/photo to be arranged by Instructor

Medical Document Upload

Instructions

- ❑ **Instructions on how to upload your medical documents for clinical will be sent to you before the first day of class.**
- ❑ **DO NOT IGNORE THIS EMAIL. TAKE ACTION TO MAKE DOCTOR'S APPOINTMENTS NOW.**
- ❑ **FAILURE TO UPLOAD THIS DOCUMENTATION WILL RESULT IN NOT BEING ABLE TO GO TO CLINICAL!!!!!!**



Course Requirements

- Required to Carry Health Insurance
 - Maryland's residents may contact the following for information on state funded insurance:
www.marylandhealthconnection.gov Or:
call 1-855-642-8572 Or : download the free Health Young American App

Taking this course does not guarantee a job!



Technical Standards

The practice of nursing requires the following abilities with or without reasonable accommodations:

- Visual acuity
- Hearing ability
- Olfactory ability
- Tactile ability

- Strength and Mobility
- Fine motor skills
- Physical endurance
- Ability to communicate
- Emotional stability
- Cognitive ability

If you have any of the above disabilities, contact Disability Services for assistance. Information on next slide.

Disability Services

- ❑ To access services, students must refer themselves to Disability Support Services (DSS) **contact Natalie Martinez, Assistant Professor, Disability Support Services Counselor, Rockville 240-567-4118**
- ❑ Must inform Instructor at the beginning of class if any disabilities hinder you from performing nursing skills.





Address Barriers

- *Babysitting issues* – children are not allowed in class or clinical!
- *Make arrangements at your jobs* – Inform employers – 12 week course only!
- *Lack of Confidence* - Begin preparing yourself now for the demands that lie ahead.
- *Family Reactions* - Initial support for a decision to enroll in a new course or program may dwindle when the reality of the commitment becomes apparent.



What does CNA stand for?

- CNA stands for certified nursing assistant. A certified nursing assistant or certified nursing aide is someone who has successfully completed an approved nursing assistant training program.



What does a CNA do?

- CNAs work under the direct supervision of a licensed nurse (LPN or RN) and are an important part of the healthcare team.
- Perform direct care duties, including bathing, feeding, dressing, and ambulating.
- Collect important information such as vital signs, and intake & output and report it to the licensed nurse.



What is the Difference in a CNA and GNA?

- Certified Nursing Assistant (CNA)
 - A **CNA** is a person who has completed an approved nursing assistant program and has been certified as nursing assistant by the board of nursing. The CNA doesn't have to take the state exam.
- Geriatric Nursing Assistant (GNA)
 - The **GNA** is a person who has completed an approved nursing assistant program and has been certified as nursing assistant by the board of nursing. The CNA has to take the state exam to obtain another certification to become a GNA.

Two Certifications

- You have the opportunity to obtain 2 certifications at one time in some of our CNA/GNA program.
 - How?
 - The knowledge and skills you learn from these courses prepares you for both certifications.
 - 1st Certification - Once you have successfully completed the course (classroom and clinical), your instructor will show you how to apply for the certified nursing assistant certification. The fee is \$20. (Hospital-based courses only teach CNA).

Two Certifications

- 2nd Certification - If you are interested in the 2nd certification (Geriatric Nursing Assistant certification), let your instructor know and a time will be set up for your group to take the GNA exam at Montgomery College.
- There is an additional fee of \$120 for this exam.
- The hospital-based courses are not eligible to take this exam.
- The GNA certification is not required for the hospital-based programs



Where can CNAs and GNAs work?

- Becoming a certified nursing assistant offers endless possibilities. As a certified nursing assistant (CNA) you can work in hospitals, physician's offices, assisted living facilities, adult daycare centers, home care agencies and in the school system.
- GNAs can also work in the above and work in long term care facilities such as nursing homes and assisted living.



How long is the CNA/GNA program?

- The CNA program is a total of 8-12 weeks depending on location you choose:
 - ▣ 88 hours of lecture, discussion and hands on practice required by the Maryland Board of Nursing
 - ▣ 60 hours of clinical required by the Maryland Board of Nursing

What are the classes?

Part 1 - Certified Nursing Assistant Classroom

- In this course, students will learn basic nursing skills including taking vital signs, assuring patient safety, and caring for patients with variety of medical disorders.
- After successful completion of the classroom and clinical portions, you will receive a certificate of completion award from Montgomery College.
- Upon the completion of the CNA class, the student must complete an application and pay a fee of \$20.00 to the Maryland Board of Nursing (MBON).
- Your instructor will set up background check and fingerprinting to apply for your CNA certificate in class. Please bring 2 forms of ID.
- If you wish to be employed as a Geriatric Nursing Assistant, after completion of the course, you may apply to take the Geriatric Nursing Assistant Licensing examination for an additional \$120.00.

2 forms of ID will be needed for CNA registration and GNA state exam.

Part 2 - Certified Nursing Assistant Clinical

This course are only for students who have successfully completed the Nursing Assistant - Classroom. Clinicals are offered at 2 long-term care facilities, Shady Grove Adventist and Suburban Hospitals.



Where are the classes?

- Classes are held at the following locations:
 - ▣ Takoma Park/Silver Spring Campus
 - ▣ Germantown Campus
 - ▣ Mannakee Bldg/Rockville Campus

What is Zoom?

- **Zoom** is the leader in modern enterprise video communications, with an easy, reliable cloud platform for video and audio conferencing, chat, and webinars across mobile, desktop, and room systems. **Zoom Rooms** is the original software-based conference room solution used around the world in board, conference, huddle, and training rooms, as well as executive offices and classrooms.
- **An invitation will be sent to you via MyMC email address prior to the first day of class.**
- **You must set up a MyMC email address.**

Where are clinical experiences?

You will go to classrooms connected to one of the clinical sites:

- Asbury Methodist Village
- Friends House
- HCR Manorcare – Potomac/Promedica
- Holy Cross Hospital - Germantown
- Shady Grove Adventist Hospital
- Suburban Hospital/Johns Hopkins Medicine

Asbury Methodist Village – Wilson Center



**CNA Classroom at Rockville
Campus (Mannakee Bldg)**
T,W,R 5:00pm – 9:15pm

**CNA Clinical at Wilson Health
Care Center (Asbury)**
T,R) 5:00pm - 9:15pm &
(Saturdays) 7:00am – 4:00pm

Summer Schedule
**CNA Classroom at Rockville
Campus (Mannakee Bldg)**
M,T,W,R 5:00pm – 9:15pm

**CNA Clinical at Wilson Health
Care Center (Asbury)**
M,T,W) 5:00pm - 9:15pm &
(Saturdays) 7:00am – 4:00pm

HCR Manorcare Potomac /ProMedica



2 sections offered:

Days

1) CNA Classroom - virtual

M & Th 8:00am – 3:30pm

On-campus Labs – W – 8:00am
– 3:30pm

CNA Clinical – in-person

(M,W,R) 8:00am – 3:30pm

8 ½ week Course

Evening*

2) CNA Classroom – in-person

MWF 5:00pm – 9:15pm

CNA Clinical – in-person

M&W – 5p – 9:15pm & F –

7:00am – 3:30pm

*Meeting dates and times subject to
change – always see catalog

Friends House



- This is a new site for Montgomery College. Dates and Times are still to be determined. Please check for this site – Fall 2022.

Holy Cross Hospital - Germantown

Hospital-Based CNA Program Only



CNA Classroom (virtual)
(T,R) 5:00pm - 9:15pm & (Sun -
labs) *12:30pm – 4:45pm - In-
person or Weds labs – 5p – 9:15p-in-
person. Will be held at TP/SS Health
Sciences Bldg. Instructor will assign
one of the labs

CNA Clinical – in-person
(T,W) 4:00pm - 8:15pm
(Fri) 7:00am – 4:00pm

Meeting dates and times subject to
change – always see catalog

Shady Grove Medical Center



Hospital-Based CNA Program Only

CNA Classroom (virtual)
(T,R) 5:30pm - 9:45pm &
(Sun-labs) *12:30pm –
4:45pm - In-person - Will be
held at TP/SS Health
Sciences Bldg

CNA Clinical – in-person
(T,R) 5:30pm - 9:45pm
(Sun) 7:30am – 4:00pm

Additional Requirements

Good computer and
communication skills

Suburban Hospital/ Johns Hopkins Medicine



- Hospital-Based CNA
Classroom— T,W,R –
5:30pm – 9:45p
- Hospital-Based CNA
Clinical – Sat & Sun – 7am
– 3:30pm

Additional Requirements:

Must have good computer and communication skills

8600 Old Georgetown Rd.
Bethesda, MD 20814

Entering Health Sciences Building

- Please complete the Daily Self-Screening Survey on [the day of your first in-person course](#). Located at the top of the Montgomerycollege.edu homepage.
- **You are required to upload proof of COVID19 vaccines and booster 3 days prior to the first day of class. Failure to meet this requirement will result in an automatic drop of your courses.**
- You will also be required to wear a mask, social distance, and wash hands.

More Mandatory Requirements

- After you have registered for your courses, **you will receive an email a few weeks before school starts with instructions on how to go to the online WDCE Nursing Hub through Blackboard and complete the following:**
 - Covid 19 modules
 - OSHA/HIPAA modules
- After you have completed these modules, please print or take a picture of the certificate of completion and turn in to your instructor on the first day of in-person class.

More Mandatory Requirements

- ❑ You must have a “MYMC” email to access the requirements. You should have received instructions with confirmation of enrollment. If you do not receive, please contact Customer Service – 240-567-5188.
- ❑ On-campus/in-person designated lab days will be held at the TPSS campus or the Mannakee Building on the Rockville campus.

More Mandatory Requirements

- ❑ **An email will be sent to you a few weeks before school starts with instructions on how to access the Montgomery College WDCE Nursing Hub to complete requirements.**
- ❑ **An email will be sent to you a few weeks before school starts with instructions on how to upload your medical documents.**
- ❑ **So, please read the entire messages in order to understand next steps.**

PARKING on campus

When classes resume on campus:

- Parking is **Free** to students
- Students parking a vehicle on any Campus while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials.
- See catalog for Instructions for Parking Permits
- Any questions, call Customer Service 240-567-5188



Parking at clinical locations

- Parking is free at all health care facilities
- Students are assigned to certain areas, please follow instructions given to you by your instructors



How much does the program cost?

- **Certified Nursing Assistant Classroom (CNA) ▲**
- 88 Hours
- Tuition waiver applies; seniors pay fee only. $\$840 + \$275 \text{ fee} = \$1115$; Non-Md. residents add \$650.

- **Certified Nursing Assistant Clinical (CNA) ▲**
- 60 Hours
- This course is only for students who have successfully completed Certified Nursing Assistant—Classroom (AHT028).
Tuition waiver applies; seniors pay fee only. $\$770 + \$155 \text{ fee} = \$925$; Non-Md. residents add \$400.
- The corresponding classroom and clinical **MUST BE TAKEN TOGETHER, NO SUBSTITUTIONS. YOU MUST WEAR UNIFORMS ON THE FIRST DAY OF ON-CAMPUS CLASSES!**

Is there a payment plan?

- Please contact Customer Service at 240-567-5188 to discuss the installment payment plan
- Please contact Customer service if you have any questions regarding money.

Are there any scholarships?

- Yes, there are scholarships
- GEER Scholarship -
<https://www.montgomerycollege.edu/search/?q=GEER+Scholarship>
(first come first serve, must be a Maryland resident)
- Need based scholarships – This scholarship is based on financial hardships or individuals who are displaced. You will receive after you have passed the math and reading tests.
- Send email to: lisa.bouknight@montgomerycollege.edu or wendy.wells@montgomerycollege.edu to request an application.

Are there any scholarships? (con't)

- Sequence Scholarship – (Fall and Spring only)
<https://www.montgomerycollege.edu/workforce-development-continuing-education/wdce-scholarships/workforce-dev-sequence-scholarship.html>

(first come first serve, must be a Maryland resident)

How Do I Register?

- Once test results are reviewed and you have passed with an 80% or higher, your name will be given to Customer Service authorizing you to register online.

When registering online:

- Please use name that is on your current identifications
- If you use a name that is different than name on current IDs, it will be difficult to process your application with the Maryland Board of Nursing

Registering with the correct name

- It is important that the name on your certificate of completion, matches the name you register with.
- If you have taken a course at Montgomery College and your name has changed, a name change form will need to be completed. Forms can be requested online by contacting WD&CE Customer Service montgomerycollege.edu/wdce or call 240-567-5188

Creating MyMC Email Address

- Once you have registered for the program, you must create a MyMC email address. This is important because this is the only way we will communicate with you once class starts.
- You will be able to set up your email once you receive your receipt in the mail. If you have not received within 1 week of payment, call WDCE Customer Service 240-567-5188
- If you have any questions on how to set up your email, please contact IT 240-567-7222.

Equipment Needed

- Books and an equipment bag (stethoscope, blood pressure cuff, gait belt, gloves, etc) are included in the price of tuition.
- **Students must purchase white uniforms** (white pants, white top, white shoes, white socks). You can purchase scrubs at Walmart or any uniform shop, or even online, watch w/second hand (no digitals) – do not spend a lot of money on these items.

Certified Nursing Assistant Program

Estimated Costs: Tuition and Fees

Estimated Costs Required for the Program	Range	
CNA Application	\$ 20.00	
Physical Examination		
Physical examination by a Physician or Nurse Practitioner	\$ 50.00	\$ 100.00
Vaccines	Estimated	
• Hepatitis B Vaccine – each (3 shots needed)	\$ 50.00	\$ 129.00
• MMR Vaccine	\$ 70.00	\$ 93.00
• Tdap	\$ 45.00	\$ 55.00
• Varicella	\$ 125.00	\$ 169.00
• Influenza	\$ 25.00	\$ 66.00
Titers		
• Mumps, Measles, Rubella - each	\$ 30.00	\$ 50.00
• Varicella (chicken pox)	\$ 50.00	\$ 59.00
• Hepatitis B	\$ 50.00	\$ 65.00
PPD/Chest x-ray		
• PPD	\$ 20.00	\$ 29.00
• Chest x-ray	\$ 70.00	\$ 200.00
Uniforms (white pants, white top, white shoes)	\$ 60.00	\$ 100.00
Healthcare Provider CPR	\$ 80.00	\$ 95.00
Finger Printing	\$ 55.00	\$ 57.00
Background Check (Shady Grove only)	\$ 49.50	\$
Drug and Alcohol Testing (Shady Grove only)		
(Above items not included in tuition and fees)	(Resident)	(Non-Maryland Resident)
Tuition & Fees (Classroom/Clinical/Books/Equipment)	\$2030.00	\$ 3045.00
Additional Costs – GNA Application (For those individuals who would like to work in long-term care facilities only)		\$105.00



Healthcare Facilities Require - Health and Criminal Background Checks

Item Requirements	Asbury Methodist	Friends House	HCR Manorcare - Potomac	Holy Cross Hospital - GT	Shady Grove/Suburban Hospitals
Background Checks	Yes	Yes	Yes	Yes	Yes
Drug and Alcohol Screen	Yes	Yes	Yes	Yes	Yes
MMR positive titers/vaccines	Yes	Yes	Yes	Yes	Yes
Varicella positive titers/vaccine	Yes	Yes	Yes	Yes	Yes
TB – 2step or Quantiferon/ CXR	Yes	Yes	Yes	Yes	Yes
T-Dap vaccine	Yes	Yes	Yes	Yes	Yes

Healthcare Facilities Require - Health and Criminal Background Checks (cont)

Item Requirements	Asbury Methodist	Friends House	HCR Manorcare - Potomac	Holy Cross Hospital - GT	Shady Grove/Suburban Hospitals
Hepatitis B – titers/vaccinations	Yes	Yes	Yes	Yes	Yes
Influenza vaccine (seasonal)	Yes	Yes	Yes	Yes	Yes
CoVid19 vaccine and booster	Yes	Yes	Yes	Yes	Yes
Basic Life Support (BLS) for Healthcare Providers	Yes	Yes	Yes	Yes	Yes

Medical Forms/Immunization Documentation

- You will be required to upload medical documentation to a designated website. Please read the instructions that will be sent to you a few weeks prior to the first day of class. **DO NOT IGNORE THE EMAILS. MAKE YOUR DOCTOR APPOINTMENTS TODAY!**

Distribution of Books & Materials

- Once you have registered for the course, a date, time and location will be determined for you to pick-up your books and supplies.
- You will be contacted via MyMC email. Please set up after you have registered for the program.



Job Growth Nursing Assistants in Maryland

2015 Jobs	2020 Jobs	2025 Jobs
16,766	18,109	19,073

**Job Opportunity Coordinator & Development Specialist
Montgomery College Career Services
OFFICE LOCATION (Library Bldg.):**

**Montgomery College, RC-Bldg. #206 * 7600 Takoma Ave.
Takoma Park, MD 20912**

***E-JOBS: www.montgomerycollege.edu/ejobs**

Joseph J. O'Hare

Phone: 240-567-1630

E-Mail: joseph.o'hare@montgomerycollege.edu

Honesty Policy

- We expect all potential students to be completely honest. Each student must complete his or her own tests. To uphold Academic Honesty:
- Complete your own work, on tests.
- You may use a calculator for the math test.
- Do not share assessment questions before or after taking a test, copy the test/exam questions, or store test/exam questions on your computer.

Questions

- Email the following:
- Content – lisa.bouknight@montgomerycollege.edu or wendy.wells@montgomerycollege.edu
- Review content which has all of the contact information.
- **Please proceed to the next link to take the math and reading tests.**