



BLACKBURN EDUCATIONAL BUILDING

Nursing Assistant  
Application Booklet

For more information  
IRSC Information Call Center  
1-866-792-4772  
[www.irsc.edu](http://www.irsc.edu)



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## NURSING ASSISTANT

A nursing assistant works under the supervision of nursing or medical staff to provide basic care in hospitals, nursing homes, physicians' offices, clinics and in-home care. Most nursing assistants help with activities that patients cannot do for themselves such as bathing and feeding. Nursing assistants also collect information about the patients for the nursing staff. The Nursing Assistant course usually takes about seven weeks to complete. Students attend class approximately 20 hours per week. Students should live in the four-county area as these classes include a lab and clinical hours.

### Note:

Students interested in the Nursing Assistant course must have proof that they are 18 years old by the first day of class.

### Nursing Assistant:

IRSC Blackburn Educational Building offers a number of different degrees and certificates leading to professional licensure in the State of Florida. Some professions require both a degree and the successful completion of additional criteria such as licensure exams or certification, you should know that requirements vary by state.

After completion of the Nursing Assistant program, you are eligible to apply for skill and didactic exams through Prometric and the Florida State Board of Nursing to become a Certified Nursing Assistant (CNA) in the State of Florida. Indian River State College cannot confirm that completion of this program meets the requirement for certification in any other state. If you wish to become a CNA in another state, please contact the board of nursing in the state to determine whether this certificate program will meet their requirements.

### Necessary Forms of Identification:

Student placement in health care facilities along with requirements necessary for licensure/certification will require all students/applicants to have a valid government identification card and a valid social security number. Students who are interested in applying to the Blackburn Educational Building Program at Indian River State College will be expected to have a valid form of government identification along with a valid social security card during enrollment and after graduation for certification.

### Health/Background and Drug Screen:

Student's background, drug screen, and health information is requested to be shared with clinical facilities prior to approval for clinical rotations. Students who have a convicted offense within the past seven years may be subject to approval by the clinical facility and are not guaranteed clinical placement and/or completion of required course work for program completion and state certification/licensure. The clinical facility does hold the right to request additional information regarding the clinical offense and may decline the student admission.

Students are required to complete a physical and document immunization history. Students who are not able to successfully complete the health requirements may not be placed in clinical and may not be eligible to successfully complete the course.

## APPLICATION CHECKLIST

Necessary forms can be found in the back of this booklet.

- \_\_\_ 1. Complete *the Indian River State College Application for Admission* online at [www.irsc.edu](http://www.irsc.edu).
- \_\_\_ 2. Applicant must be 18 years old or older.
- \_\_\_ 3. Meet with an academic advisor.
- \_\_\_ 4. Request high school, former school and/or college(s) to forward transcripts(s) to Admissions Office at IRSC (preferred but not required).
- \_\_\_ 5. Attend Nursing Information Session.
6. Submit Nursing Assistant Application Form.

## APPLICATIONPROCESS

Complete the IRSC Blackburn Educational Building Nursing Application.  
[wd5-student.myworkdaysite.com/irsc/nursingadmissionapplication](http://wd5-student.myworkdaysite.com/irsc/nursingadmissionapplication)

Create Application Account:

1. Click "Sign in" in the top-right corner.
2. Click "Create Account".
3. Enter a valid email address and create a password.\*
4. Click "Create Account". A verification email will be sent to the email address you provided.
5. From the verification email, click the link to verify your account and sign in. This link is only active for 24 hours. After 24 hours, click "Forgot Password" to regenerate the verification email.

Once you are signed in, click the appropriate admissions application to begin a new application or to complete one previously started.

To Access an Application In Progress:

1. If you did not complete or submit your application yet, click "Sign In" in the top-right corner.
2. Enter the email address and password used to start your application.
3. Once you're signed in, select the appropriate application link in the Admissions section on the right. You'll see your in-progress application under Your Applications with a status of Not Submitted.
4. Click on the blue application link to complete and submit it.

To Check the Status of a Submitted Application:

1. Click "Sign In" in the top-right corner.
2. Enter the email address and password used to start your application.
3. Once you're signed in, select the appropriate application link in the Admissions section on the right. You'll see your application under Your Applications with a status of Submitted.
4. Check on the blue application link to view any remaining action items that need to be completed.

\*If you do not have a valid email address, create one for free at Google, Outlook or Yahoo.

All Nursing Assistant applications will be reviewed upon receipt. Students will be notified of their provisional acceptance into the program via RiverMail. At that point, students will receive instructions on final acceptance and when to complete a drug/background

## INTRODUCTION

The Nursing Assistant course is offered through the IRSC Blackburn Educational Building. Applicants should carefully review the application procedures outlined in this booklet. Admission to the Nursing Assistant course is on a selective admission basis. It is the applicant's responsibility to ensure that the application process is complete.

## APPLICATION PROCESS

Candidates who wish to be considered for a Nursing Assistant program at Indian River State College Blackburn Educational Building (BEB) must complete the procedures outlined on the checklist on page 1. It is the student's responsibility to see that admission requirements are met. No notices will be sent.

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## ACCEPTANCE INTO COURSE

Final acceptance into the course is contingent upon satisfactory results from the physical examination, with immunizations, drug screen and Federal Bureau of Investigation National Background Checks (FBI/NBC), and documentation of American Heart



## Certified Cardiopulmonary Resuscitation (CPR)

A copy of current American Heart Association CPR must be submitted to the Blackburn Educational Building prior to the start of class.

## Student Drug Screen, Background Check, and Medical Records

When submitted, these records will become the property of the College, and will not be available for copying or for use to meet the requirements of outside employers. Students who are out of the program for six months or more must submit new records. Any changes to these records must be reported immediately to the Program Director.

## EXPENSES

Refer to the IRSC website at [www.irsc.edu](http://www.irsc.edu). Click Programs then select Nursing Assistant then select Nursing Assistant Program Expenses.

## REIMBURSEMENT/FINANCIAL AID/SCHOLARSHIP

Reimbursement: If you become employed by a nursing home within 12 months of completing certification, under federal law and Florida facility handbook guidelines, the facility is required to reimburse nursing assistants' fees for training and testing. Contact the District Medicaid Office in your area if you have any questions regarding reimbursement.

Financial Aid (loans, work-study) is not available for students who are taking the Nursing Assistant course. Contact the Financial Aid Office at 772-462-7450 or toll-free at 866-900-3243 for further information.

Scholarships designated for students in the Health Science programs may be available. Apply online at [www.irscfoundation.org](http://www.irscfoundation.org). See website for application periods and deadlines.

## CURRICULUM

This course teaches skills for certification and employment as nursing assistants in long-term care facilities. Students learn to identify and meet basic patient care needs for safety, comfort and activities of daily living.

HCP O410C ..... 165 hours

## FREQUENTY ASKED QUESTIONS

When do classes begin?

Classes begin throughout the year at dates determined by the Blackburn Educational Building. A minimum number of students is required for any class to be offered. Special registrations are available throughout the year.

Where are classes held? Classes are held at our branch campuses: Blackburn Education Building in Fort Pierce; Mueller Campus in Vero Beach; Chastain Campus in Stuart; and the Dixon Hendry Campus in Okeechobee. Clinical hours are in area nursing homes and hospitals.

**CORE PERFORMANCE STANDARDS FOR ADMISSION AND PROGRESSION  
IRSC NURSING ASSISTANT**

Nursing involves the provision of direct care for individuals and is characterized by the application of knowledge in the skillful performance of nursing functions. Therefore, in order to be considered for admissions or be retained in the program after admission, all students must be able to demonstrate the following abilities:

<b>Issue</b>	<b>Standard</b>	<b>Examples of Necessary Activities (not all inclusive)</b>
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds	Establish rapport with patients/clients and colleagues
Communication	Communication abilities sufficient for interaction with others in verbal and written form	Explain treatment procedures
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces	Move around in patient rooms, work spaces and treatment areas; administer cardio-pulmonary procedures
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care	Calibrate and use equipment; position patients/clients
Hearing	Auditory ability sufficient to monitor and assess health needs	Hear monitor alarm, emergency signals, cries for help
Visual		

Indian River State College  
Student Advisement Form  
NURSING ASSISTANT

Student must see an advisor before starting the checklist to review program requirements.  
Acceptance is based on completion of this checklist, prior to the start of class.

Name of Student \_\_\_\_\_ Student ID # \_\_\_\_\_ Date: \_\_\_\_\_

APPLICATION REQUIREMENTS	YES/DATE COMPLETED	NO	Is answer is NO, indicate what intervention/resources were shared with student to assist them in completing requirement.
1. IRSCBlackburn Educational Building (BEB)Application for Admission submitted online at <a href="http://www.irsc.edu">www.irsc.edu</a>			
2. Applicant must be 18 yrs. or older prior to course completion.			
3. Meet with an academic advisor.			
4. Request high school, former school and/or college(s) to forward transcript(s) to Admissions Office at IRSC by the application deadline (preferred but not required).			
5. Attend Nursing Information Session.			
6. Complete an American Heart Association CPR (cardiopulmonary resuscitation) course prior to the start of class.			
7.			

## Health Science Physical Examination and Immunization Form

This form can be found on the web. To access the Physical Examination and Immunization Form, click on Programs and then Health Science Meta Major. Select Health Science Physical Examination and Immunization Form.