

***Course Three – CNA/GNA Course

Queen Anne's County High School

Mrs. Robin Reese-Poust

COURSE DESCRIPTION:

Students are prepared for the nursing assistant and geriatric nursing assistant certification exams from the Maryland Board of Nursing. A geriatric clinical experience which includes mandated hours will be completed as part of this certification process. Students will expand their knowledge in various diagnostic and therapeutic technologies as they relate to patient care. The student will demonstrate proficiency in the classroom and clinical setting. Students will discuss and practice ethical and professional behavior and respect the HIPPA laws.

COURSE OUTCOMES:

1. Describe the nursing assistant code of ethics, nursing process, and explain the guidelines for documentation.
2. Accurately use medical terminology, abbreviations, and medications found in the long term care facility.
3. Effectively apply written, verbal and non-verbal communication skills.
4. Practice ethical and professional behavior and respect confidentiality.
5. Earn industry recognized credentials and/or certifications.
6. Incorporate various diagnostic and therapeutic technologies as they relate to patient care.
7. Demonstrate proficiency in clinical and medical settings.
8. Demonstrate knowledge of human growth and development in relation patient care.
9. Identify way to promote nutrition and hydration.
10. Discuss rehabilitation and restorative care to promote independence and wellness.
11. List and discuss interventions for difficult behaviors related to confusion and dementia.
12. Describe techniques and knowledge during end-of-life care.

EXPLANATION OF ASSESSMENTS:

1. Quizzes/Tests are given consistently throughout the course.
2. ***A final examination and/or culminating activity are required at the end of the course.***
3. Notebook Completion: All students must maintain a journal notebook including all class assignments, class notes, handouts, quizzes, test and other pertinent information.
4. A work text is used to allow students to self-evaluate learning. Work text sections are reviewed in class and are graded.
5. A research project/paper concerning disease processes must be completed.
6. Article reviews are done from newspapers and professional journals in order to explore current legal and ethical issues. Students are encouraged to discuss and reflect on these various topics.
7. Current events pertinent to the medical field will be discussed.

CLASSROOM EXPECTATIONS & CONSEQUENCES:

The classroom expectations include:

- **Being Respectful**
- **Being Prepared**
- **Following Directions the FIRST Time given.**
- **Using Appropriate Language At ALL Times.**
- **Cell Phones/Smart Watches OFF AND OUT OF SIGHT at all times.**

Students who do not follow these rules and rules found in the student handbook will have consequences. At first offense the student may receive a verbal warning. At second offense the student may have a conference with the teachers. At third offense the student may have a note, email and/or a phone call home. At fourth offense the student may receive a referral

ATTENDANCE: is extremely important for a student to excel, especially in the pathway. Since health occupations/nursing is a cumulative subject, attendance is so very important for a student's achievement and success. In this class, the Maryland Board of Nursing also stresses the importance of regular and consistent attendance in order to be eligible for certifications. **Therefore, if a student exceeds 2 undocumented absences per quarter, a conference with the academic dean, teacher and counselor will be held with the student and parent to determine the student's continued enrollment in the program. This will be strictly enforced.**

EXCUSED ABSENCES, EXCUSED LATENESS AND SUSPENSIONS: missing assignments as a result of excused absences or suspensions MUST be made up within three school days of the student's return. (Queen Anne's County Policy). Assignments missed as a result of an excused lateness must be made up the next day. Teachers may extend these deadlines at their discretion for extended absences or unusual circumstances.

CLASSROOM PROCEDURES:

1. Each student is responsible for maintaining a notebook suitable for organizing handouts, worksheets, quizzes, diagrams, and class notes. A three inch binder works best and helps tremendously as a study guide for all assessments.
2. Courtesy and Honesty must be displayed at all times.

HOMEWORK POLICY:

Homework will be assigned to practice skills taught in class. It is my philosophy that homework is important as an assessment and learning tool.

GRADING POLICY:

Final Exam	15%
Mastery	45%
Progress	40%

Mastery Assessments: may include application of skills learned through performances, projects, presentations and unit exams.

Progress Assessments: may include products produced to show understanding of concepts through participation in class activities, performances, smaller projects, quizzes, exit slips.

Retakes/Revision (Summative Exams): For each course, students will be allowed to retake or revise one summative exam (except for the Midterm or Final Exam) within 3 school days from the time the assessment is returned if they score less than a 70%. They may earn up to a 70% with the retake. Teachers may use their discretion as to whether to use a set of different questions, the same test, a new test, or an alternative assessment. As part of the daily instructional process, teachers may choose to have students redo any formative assessments. It is the responsibility of the student to request and arrange time to the retake. All retakes are administered after school.

ACADEMIC DISHONESTY AND PLAGIARISM WILL NOT BE TOLERATED.

*******Upon completion of this course, the student must obtain a final grade of 70% or higher in order to progress to the next nursing course.**

REQUIRED MATERIALS:

- 3-inch Binder with dividers and notebook paper
- Pencils and Paper
- Highlighters
- Index Cards
- Composition Notebook
- Proper Nursing Uniform (Scrubs and CLEAN closed toed white shoes)

TEXT:

Simmers, L.: Diversified Health Occupations, Eighth Edition, Delmar Publishers, Inc

Dugan, Diana RN. Successful Nursing Assistant Care, 2nd Edition, Hartman Publisher

PARENT/TEACHER CONTACT:

I firmly believe that communication is a major key to success. Please don't hesitate to contact me at 410-758-0500 X 227 if you have any questions or concerns. The best time to reach me by phone is between 1:00p.m – 3:00 p.m. If you are unable to reach me, please leave a message and I will get back to you as soon as possible, within 24 hours. You may also e-mail me at robin.reese-poust@gacps.org. Also, please let me know that preferred method of contact and the time of day that works best for you in case I need to contact you. I am looking forward to working with your child this school year.

EMERGENCY PROCEDURES

All emergency procedures (fire drills, weather drills, etc.) have been reviewed with the students as they pertain to evacuation and/or shelter in place situations. Each drill's instructions are specific to the classroom location and crisis situation. If you have any questions or concerns about what your student should do in the case of an emergency, please speak to your student and/or email me directly.

Please sign and return this page of the syllabus.

I have read and understood the above policies.

Student Signature:

Date:

Parent/Guardian Signature:

Date:

Parent/Guardian Preferred Contact Information and Time of Availability (Cell, Email, Both)
