



Ghazvini Center for Healthcare Education
1528 Surgeons Drive
Tallahassee, Florida 32308-4631
850.558.4500 phone

Nurse Assistant Program (HCP0122) Program Code 5024

120 hours of instruction

Cost approximately \$330.00 for in-state students (PSAV tuition rate X 120 clock hours + liability insurance)

Cost for out of state students will be more

Financial Aid is not available for this course

To become a certified nursing assistant (CNA) to practice in the State of Florida you must pass the certification examination. The State of Florida requires that a nursing assistant must have a standard high school diploma or GED, be 18 years old and pass a state and national background check. This course prepares students for the certification exam and employment as Nursing Assistants in long-term care facilities, clinics, and hospitals.

The program includes 80 hours of classroom/lab instruction plus 40 clinical hours in local healthcare facilities. Students learn to identify and meet basic patient care needs for safety, vital signs, comfort, and activities of daily living. During clinical hours, students have the opportunity to practice their newly acquired skills and knowledge in a healthcare setting. Students who satisfactorily complete an approved course are eligible to apply to take the national nursing assistant examination being utilized in Florida, in accordance with Chapter 464.203, F.S. This program includes both Acute and Long Term Care.

Students must complete the application process, with satisfactory results, by the stated deadline in order to be eligible to attend the first class. Students will be accepted in order of completion of all requirements until the class is full.

NOTE: Students who would like copies of completed forms need to make copies prior to submitting. TCC will not make copies for students.

Nursing Assistant Admission Process – all requirements must be completed by the deadline.

1. Submit a TCC application. To apply to TCC, go to the website, <http://www.tcc.fl.edu/admissions/apply>. On the application, select **PSAV Nurse Assistant**, program code number **5024**
2. Submit copies of official transcripts for High School/GED to the Admissions and Records Department located on main campus on the 2nd floor of the Student Union. Students with college credits and/or degrees from another college or university will also need to have these official transcripts sent to the Admissions and Records Department.
3. Submit an application to the Nurse Assistant program to the TCC Ghazvini Center for Healthcare Education. This application must be hand delivered or sent by US mail. Please do not fax or email.
4. Pass a **Level 1** background check and drug screen. Tallahassee Community College has contracted with Castle Branch to complete your required student background and drug screening checks as a requirement for enrollment in Tallahassee Community College's Healthcare Programs. The overall cost for your student background and drug screening checks will be approximately \$111.00. You are responsible for the payment of the background and drug screening. All results are submitted to the agencies requiring these items and these agencies determine if the student may participate in clinical activities in their agency. If the agency determines a student cannot attend clinical experiences at their agency, the student will not be allowed to continue in the program. Successful completion of all required clinical experiences is required for successful completion of all programs. Additionally, the cost of the background check and drug screening is the responsibility of the student, and no refunds will be issued. **Instructions for Castle Branch are in this document.**
5. Possess a current Basic Life Support (BLS) card. The only acceptable courses are offered by either American Heart Association BLS for the Provider, or the American Red Cross CPR for the Professional rescuer and Healthcare Provider. No other course will be accepted! Course must be hands on, not an online version. The TCC Healthcare Professions Division is an American Heart Association training center and offers the BLS course. Please call 850.558.4500 for availability for face to face classes or simulation classes.

6. Possess a current Basic Life Support (BLS) card. The only acceptable courses are offered by either American Heart Association BLS for the Provider, or the American Red Cross CPR for the Professional rescuer and Healthcare Provider. No other course will be accepted! Course must be hands on, not an online version. The TCC Healthcare Professions Division is an American Heart Association training center and offers the BLS course. Please call 850.558.4500 for availability for face to face classes or simulation classes.
7. Complete the required immunizations/screenings on the Health Form below.

Once you have been notified of your admission via TCC email you must complete the following:

1. Register and pay for HCP0122 through your TCC Passport
2. Obtain a TCC student ID at the Cashier's office on main campus, 2nd floor of the Student Union
3. Purchase the required textbook for the course. The cost is approximately \$25.00 and it may be purchased through the TCC Bookstore on main campus.

You will also be required to purchase a set of scrubs, a wristwatch with a second hand, and white leather closed-toe and –heel shoes for the program.



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NURSE ASSISTANT PROGRAM APPLICATION

***PLEASE TYPE OR PRINT CLEARLY IN INK!
ONLY COMPLETED APPLICATIONS WILL BE CONSIDERED***

NAME _____ TCC STUDENT ID NUMBER _____
Last First Middle/Maiden

TCC EMAIL _____ PHONE _____

Please read and sign.

Criminal background checks and drug screening are required of health students by the majority of the clinical agencies used by the Tallahassee Community College (TCC) Health programs. Successful completion of all required clinical experiences is required for successful completion of all programs. All results are submitted to the agencies requiring these items and *they determine if the student may participate in clinical activities in their agency*. If the agency determines a student cannot attend clinical experiences at their agency, the student will not be allowed to continue in the program and will not be reimbursed for any costs incurred by the student, including tuition, fees, and the cost of the background check and/or drug screening. Students with positive background checks that are allowed to continue in the program cannot be guaranteed that this will not impact licensure/certification eligibility and/or employment opportunities. Students need to be aware of the state statutes for licensure/certification. The Florida Statutes are on the Florida Department of Health Web site, www.doh.state.fl.us/mqa/laws.html.

I have read the above statement concerning my background check and drug screening and understand the decision to allow me to participate in clinical activities rests with the clinical site. Further, I understand should I be denied permission to attend clinical experiences at any agency/clinical site, I will be dismissed from my program and TCC will not reimburse me for any costs incurred while a student in coursework at TCC. I agree I will not be informed of the specific agency/clinical site denying me and will not make any attempt to contact any agency/clinical site to appeal to them directly.

Signature

Date

Print Name

INSTRUCTIONS FOR CASTLE BRANCH

Step 1



Tallahassee Community College - Healthcare Programs

How to Place Order

Welcome to my 

To place your order go to:

<https://portal.castlebranch.com/TF56>

Nursing Assistant

PlaceOrder

Select Program

Select package

To place your initial order, you will be prompted to create your secure myCB account. From within myCB, you will be able to:

- ✓ View order results
- ✓ Upload documents
- ✓ Manage requirements
- ✓ Place additional orders
- ✓ Complete tasks

Please have ready personal identifying information needed for security purposes.

The email address you provide will become your username.

Contact Us: 888.914.7279 or servicesdesk.cu@castlebranch.com

Step 2



HOME

PACKAGE SELECTION

FAQ

CONTACT US

Tallahassee Community College - Healthcare Programs Portal

This user-friendly portal guides you through program and package selection to quickly place your order and create your secure account.

After you complete your order and create your account, you can log in to your account to monitor your order status, view your results, respond to alerts, and complete your requirements. You will return to your account by logging into castlebranch.com and entering your username (email used during order placement) and your secure password.

Now let's get started by clicking the Place Order button below.

PLACE ORDER



Step 3



HOME

PACKAGE SELECTION

FAQ


CONTACT US

Please Select




Step 4



HOME	PACKAGE SELECTION	FAQ	CONTACT US
<ul style="list-style-type: none">Please SelectADNDental AssistingDental HygieneEMTHealth Information and Informatics ManagementNursing AssistantParamedicPharmacy TechnicianRadiologic TechnologyRespiratory CareSonographySurgical Services			

Step 5



HOME	PACKAGE SELECTION	FAQ	CONTACT US
<ul style="list-style-type: none">Please SelectADNDental AssistingDental HygieneEMTHealth Information and Informatics ManagementNursing Assistant<ul style="list-style-type: none">TF66: Background Check - Drug TestTF66dt: Drug TestTF66re: Background Check - Drug TestParamedicPharmacy TechnicianRadiologic TechnologyRespiratory CareSonographySurgical Services			

Continue following all directions.

Contact Us

For additional assistance, please contact the Service Desk at 888-723-4263 or visit <https://mycb.castlebranch.com/help> for further information.



TALLAHASSEE COMMUNITY COLLEGE

NURSING ASSISTANT HEALTH ASSESSMENT FORM



Name (print clearly): _____
First M.I. Last

INSTRUCTIONS: The following information must be completed by the attending physician or staff members *only*.

Tuberculosis (TB Skin Test) PPD

Required annually. If results are positive a chest X-ray is required. Please attach x-ray results, if any. *Note: A 2 step PPD may be required if no documentation of annual PPD's.*

Skin Test		
Date Administered	Date Read	Results

Chest X-Ray	
Date	Attach Results

Seasonal Flu:

Required for **each** season by the date requested.

Date Administered

Varicella (Chicken Pox)

Must have positive titer or proof of two Varicella immunizations.

Immunizations	
Date of 1 st	Date of 2 nd

OR

Titer -IGG	
Date	Attach Results

MMR (Measles, Mumps, Rubella)

Student must have proof of 2 MMR vaccines or a positive titer result. If not immune then patient must receive immunizations one month apart to complete series.

Immunizations	
Date of 1 st	Date of 2 nd

OR

Titers					
Measles - IGG		Mumps - IGG		Rubella - IGG	
Date:		Date:		Date:	
Attach Results		Attach Results		Attach Results	

Hepatitis B Series

Strongly recommended, but not required. A signed declination waiver will be required from those who elect not to receive the vaccination. The waiver is available at the 3rd floor reception area.

Immunizations		
Date of 1 st	Date of 2 nd	Date of 3 rd

OR

Titer - Surface Ab	
Date	Attach Results

The above information is true and accurate to the best of my knowledge. The release of this information is authorized by the above named individual to Tallahassee Community College's Health Care Professions Division and its clinical affiliates.

Signature

Title

Date

Printed Name

Name of Medical Facility

Phone Number