

CERTIFIED NURSING ASSISTANT

The Certified Nursing Assistant program is designed to provide students a learning experience in healthcare that exposes them to the nursing profession through classroom and clinical experiences and the necessary preparation to earn the Certified Nurse Assistant (CNA) certification.

All participants will receive instruction from college-level faculty at William Jewell College for their required 75 hours of coursework and 100 hours of real-world clinical experience with teaching nurses at Liberty Hospital. All students who successfully complete the required coursework will be eligible to sit for the state of Missouri CNA certification exam. Students who successfully complete the program are guaranteed an employment interview with Liberty Hospital.

PROGRAM SCHEDULE

- June 23-Aug 1
- June 23 – July 11: class/lab 4 days per week
8 a.m.-3 p.m. at William Jewell College
- July 14- Aug 1 clinicals 3 days per week
6:45 a.m.-7:15 p.m. at Liberty Hospital

The curriculum content includes the required 75 hours of instructional training and covers the following areas:

- Communication and interpersonal skills
- Infection control
- Safety/emergency procedures, including the Heimlich maneuver
- Promoting patient independence
- Respecting patient rights
- Basic nursing skills including taking and recording vital signs, measuring and recording height and weight, caring for the patient's environment, recognizing abnormal changes in body functioning and the importance of reporting such changes to a supervisor, caring for patients when death is imminent
- Personal care skills such as bathing, grooming (including mouth care), dressing, toileting, assisting with eating and hydration, proper feeding techniques, skin care, transfer

COST

Provided at no cost

- Classroom and lab space
- Clinical faculty
- Lab supplies
- TB screening (required for clinicals)

Students are responsible for providing these items

(Approximate cost: \$400. Average cost of other programs: \$1,600-\$2,000.)

- Scrubs
- Drug Screen
- Background Check
- Textbook
- Stethoscope
- State exam fee (optional)

IMPORTANT DATES

April 25, 2025

Signed letter of commitment due to Colleen Jones. Space is limited and on a first-come basis.

June 3, 2025

Mandatory orientation, 6 p.m. at Jewell

June 23, 2025

First day of program



In Partnership With:



CNA Summer Program Commitment Letter

Dates: June 23-August 1

Schedule & Location:

June 23-July 11: Class/lab 4 days per week from 8:00am- 3:00pm at William Jewell College

July 14-August 1: Clinicals 3 days per week from 6:45am - 7:15pm at Liberty Hospital

Attendance Policy: Attendance is crucial to a student's success in the Collegiate Nursing Academy Summer Program. To receive CNA certification, a student must have 100 clinical hours, so we ask that absences are avoided if possible. If you need to be absent for an instance of illness or other emergency, please contact your William Jewell College instructor or Liberty Hospital supervisor.

Cost: Students are responsible for providing the following items (approximate cost is \$400):

- Scrubs
- Drug Screen
- Background Check
- Textbook
- Stethoscope
- State exam fee (optional)

Vaccinations: Please note that per Liberty Hospital policy, students participating in this summer program will need to provide verification of the following vaccinations: Hepatitis B, Measles/Mumps/Rubella (MMR), Varicella/Chickenpox, Tetanus/Diphtheria/Pertussis (Tdap), Influenza, TB Screening (to be completed through Liberty Hospital).

I, _____, hereby give permission that my child,
(insert parent/guardian name)

_____, may participate in the Collegiate Nursing Academy
(insert student name)

Summer Program at Liberty Hospital.

Student Signature

Date

Parent/Guardian Signature

Date

Please return this signed form to Colleen Jones (colleen.jones@lps53.org) by **Friday, April 25**. *Space is limited and is on a first come first serve basis.*



Certified Nursing Assistant Student Information Form

Student Info

First Name	_____	Middle Initial	_____
Last Name	_____		
Address	_____		
City	_____	State	_____ Zip Code _____
Cell Phone	_____	Home Phone	_____
LPS Email	_____		
Birthdate	_____		
High School	_____	Graduation Year	_____

Student Demographic Info

Gender (circle one)	Male	Female	Prefer not to Respond
Race (circle one)	White/ Caucasian	Asian/Pacific Islander	Latinx/ Hispanic
	American Indian/ Native Alaskan	Black/ African American	Two or More Races
Ethnicity (circle one)	Hispanic	Not Hispanic	Prefer not to Respond
Parent 1 Name	_____		
Email	_____		
Cell Phone	_____ Work Phone _____		
Parent 2 Name	_____		
Cell Phone	_____ Work Phone _____		
Email	_____		



Acceptable Use Policy

Statement of Privilege

William Jewell College owns and operates the campus computing, networking and other electronic resources as a service to constituents to carry forward the College's mission. Among the primary goals of these resources are enhancing teaching and learning in academic life and enabling productivity in administrative offices.

Users are granted access to computing, networking and other electronic resources developed and maintained by William Jewell College as a privilege of association with the institution as a student or employee, using resources in accordance with the mission of the college in general and with college policies in particular. Users need to be good stewards to ensure the College's limited information technology (IT) resources are used effectively. Please be aware that except where precluded by law, the College has the right to measure and monitor use of information technology resources, including College-owned email accounts.

Statement of Unauthorized Use

The following information is intended as a guide in determining what is unacceptable use; the guidelines are not intended to be exhaustive. In questions of dispute, the Director of Information Technology will be the final judge.

No person shall use technology resources developed and maintained by William Jewell College except in accordance with the policies and practices in place at William Jewell College.

No person shall seek to gain unauthorized access to the computer resources developed by William Jewell College. Any access using another person's password is considered unauthorized access. Attempts to breach computer system security shall be considered grounds for forfeiture of all computer system privileges.

Any use of the William Jewell College technology systems and resources for illegal activity is prohibited. Any use of the William Jewell College technology systems and resources for unauthorized commercial purposes is prohibited. Any use of the William Jewell College technology systems and resources that disrupt functioning of those same resources is prohibited. Such use includes but is not limited to propagation of computer viruses, unsolicited mass communication, and chain letters. Any use of the William Jewell College computing systems and resources for political gain or exclusive personal gain is prohibited.

All network traffic is subject to monitoring procedures conducted by the Office of Information Technology of William Jewell College for purposes of determining compliance with the above or for determining compliance with other policies of the institution.

Transmitting, without authorization, William Jewell College proprietary information is prohibited.

Using William Jewell College technology resources for any activity that degrades William Jewell College provided services, denies services to other William Jewell College technology resource users, or jeopardizes the security or capabilities of William Jewell College technology resources is prohibited.

Users are informed of the existence of other policies that are not a part of this document, but that are enforced under clauses in this document. See the "Email – Use of Resources and Standards of Etiquette" section in the WJC IT Knowledge Base at <https://helpdesk.jewell.edu>.

Statement of Compliance

Users of the William Jewell College technology systems and resources agree to abide by the policies and practices here set forth, and to other policies and practices relevant to the ethical and legitimate use of the institution's technology systems and resources. Non-compliance with these policies and practices will be treated as grounds for discipline, including, but not limited to, warnings, probation, expulsion/termination, and/or suspension or forfeiture of privilege with regard to the use of any or all of the William Jewell College technology systems and resources.

I, the undersigned, understand and agree to the policies here set forth:

Full Name (please print): _____

Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____