



MED AIDE EVENING CLASS SCHEDULE

Course # M24310E

Classroom: Suite 203 On-Campus or Zoom

Class/Lab Instructor: Polly Sinclair, RN, BSN

Class check-in begins at 3:45 pm in your classroom and on Zoom for virtual students.

Program Information:

- **MASK USE:** At this time masks are no longer required on campus; however, students are welcome to wear a face mask when they prefer. Face coverings must be worn in class and on campus when required by the CDC, OHA, or other State of Oregon government regulatory bodies. Contact the office for ways to continue in the class or obtain makeup time for labs.
- **Please do not come to class if you are feeling sick.**
- Scrubs are required during lab days and in the clinical rotation. Bring to class all materials on the program requirements checklist. You will also need a watch with a second hand for vital signs.
- There is no half-hour meal break in this class. We recommend you bring a drink and a snack if you like. We have microwaves and refrigerators located in the student lounge for your convenience.
- The clinical rotation follows the completion of the classroom/lab portion, passing the final exam and providing all clinical required items to the school.
- Clinical schedules will be prepared during the program and emailed after the final exam.
- **ALL schedules are dependent upon instructor and facility availability.**

CLASS SCHEDULE		
Tuesday	11/5/24	4:00pm-9:00pm
Wednesday	11/6/24	4:00pm-9:00pm
Tuesday	11/12/24	4:00pm-9:00pm
Wednesday	11/13/24	4:00pm-9:00pm
Tuesday	11/19/24	4:00pm-9:00pm
Wednesday On Campus Midterm & Lab #1	11/20/24	4:00pm-9:00pm
Tuesday	11/26/24	4:00pm-9:00pm
Wednesday	11/27/24	4:00pm-9:00pm
Tuesday	12/3/24	4:00pm-9:00pm
Wednesday	12/4/24	4:00pm-9:00pm
Tuesday	12/10/24	4:00pm-9:00pm
Wednesday	12/11/24	4:00pm-9:00pm
Tuesday On campus LAB #2	12/17/24	4:00pm-9:00pm
Wednesday Final Exam	12/18/24	4:00pm
65 Hours Total (Class & Lab)		

It is an **OSBN regulation** that all students must complete the entire program within four (4) months of the last date in their regularly scheduled classroom portion of the program. This does NOT include any makeup time that may occur after the final test date or the final if it is not taken with your classroom cohort. If you are unable to complete the program for any reason the school must close your folder and terminate, you from the program on the 4-month deadline date.

4-MONTH DEADLINE DATE: _____

CLINICAL SCHEDULE DATES: _____ Times: _____

Facility: _____ Address: _____

CAREGIVER TRAINING INSTITUTE reserves the right to change class schedules at any time. Schedules are subject to revision based on school, instructor, and facility availability. It is our policy to adhere to published schedules whenever possible, and we will make every effort to inform students enrolled in the school program of any changes as soon as possible.



PLEASE READ ALL INFO ON PG.2 FOR SUCCESSFUL CLINICAL EXPERIENCE

It is the policy of Caregiver Training Institute that all required clinical documentation must be received by the school business office by the first day of labs, or the student will be risk being eligible to sit for their final and moved to a wait list to go into the clinical setting after cleared to take and pass the final.

The CLINICAL REQUIRED ITEMS are as follows:

- **SUBSTANCE ABUSE SCREENING: \$60** Drug screening *ONLY AVAILABLE* through the school's service provider.
- **AHA BLS CPR Card:** Sign-up for CPR class at the school or submit a current AHA BLS CPR card to business office.
 - **\$80/AHA BLS CPR Class** (If you do not have a current AHA CPR BLS card you must sign up for a CPR class during your registration process.)
 - CPR classes scheduled through the school must be completed prior to the beginning of the student's clinical rotation.
- **COVID-19 REQUIREMENT:** Vaccine documentation or a completed exemption form must be submitted to the school office. Medical exemption forms must be signed by the student's healthcare provider. The clinical training facility makes all eligibility and clinical placement decisions. Individuals who receive exemptions may be required to follow additional safety measures in clinical rotations. Exemption forms are available in the office.
- **TB (Tuberculosis) Negative test results documentation:** Students may provide a copy of a current QuantiFERON Gold blood test, T-SPOT blood test, TB Skin Test (PPD), and/or current Chest X-ray for TB documentation, from their physician, a current or former employer, or another source.

Clinical Information - First Day:

- **Clinical schedules are dependent upon instructor and facility availability** and a maximum of 1 student will be scheduled for a clinical rotation per OSBN requirements.
- **Please meet the instructor at the facility in the front reception area on the first day of clinical. DO NOT BE LATE.**
- After the first day, you will meet in the designated area in the facility that is set up for students.
- **Please pay attention to parking at the building.** You must park where the facility requests, you may be asked to leave for the day, and you may not be allowed to return if you do not follow the facility.
- **Please wear scrubs, bring your stethoscope, BP cuff and gait belt, and your name badge.**
- **Please bring a lunch.** You will have 30 mins only for a lunch break. There may not be a refrigerator available. Bringing food in an insulated lunch bag is advised. You should not plan to go out for food while in clinical.
- **Please bring ALL books for the MA program to your clinical rotation.** You will need your textbook, workbook, and drug book for MA student activities between med passes.

Program Completion Information:

Upon completion of the program the student will be issued a certificate of training from the school. **Per OSBN regulations we have 14 days to issue it.** Our office/holiday closures are posted on the website. You will be notified by email when the certificate is ready to be picked up. You will need to submit your application to test and payment for testing online via your OSBN portal. A link for fingerprint scheduling is in the application from the OSBN. We are a regional testing site or you may elect to take the knowledge exam online.

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