

HEC Clinical Instructor 5-Minute Tutorial

AN ORIENTATION FOR NURSING FACILITY CLINICAL INSTRUCTORS



Welcome to HEC

- ▶ By now, we already have your facility set up as a clinical site and you are ready to begin using our on-line Nurse Aide Training service.
- ▶ Please keep your HEC Clinical Instructor's User's Guide handy and refer to it as often as needed while learning to use our system.
- ▶ The system has been designed to be user-friendly and to make it easy for you to complete the required documentation and checklists with the click of a button.



GOAL

- ▶ It is our goal to assist you with providing an effective nurse aide training course in your facility while saving you time and money.
- ▶ Our on-line course allows you to hire and begin training immediately. No more trying to fill a formal class before providing training.
- ▶ However, the facility Clinical Instructor plays a major role in the success of the students and the program.
- ▶ Historically, students have the most difficulty with the skills demonstration during their state competency exam. Our system allows students to view the skills demonstrations as often as needed. We depend a great deal on the clinical instructors to ensure students can perform all skills accurately.



Basic Responsibilities of the Clinical Instructor

- ▶ To register students for the course on the website:
www.healtheducationcenter.us
- ▶ To ensure the students understand that the readings and video lectures are mandatory for course completion.
- ▶ Ensure that students complete only one module per day.
- ▶ Ensure that adequate time is allotted for skills practice each day. SUPERVISED PRACTICE is best!
- ▶ Monitor student performance on the website by monitoring test results.
- ▶ **Most importantly, ensure that they are able to perform the skills according to the skills study guide.**
- ▶ **To provide a 2-day clinical and complete the on-line checklists.**
- ▶ Ensure the students complete a Course and Instructor evaluation.



Student Success

- ▶ The textbook and on-line lectures will provide the student with the theory they need to pass the state exam.
- ▶ **The supervised skills practice is critical to the student successfully passing the state competency exam.**
- ▶ **Just prior to testing, we recommend bringing the students back in to once again review all skills as a refresher to help ensure passing results.**
- ▶ Module #8 is a 100 question comprehensive final exam and will provide you with a good idea of how well the student will perform on the written portion of the state competency exam. 70% or better is a good indicator that they will pass the written portion of the state competency exam.



Labor

- ▶ Facilities usually choose to pay their students while taking the course, since it is required for their job. To track their hours for payroll, you can have the students print their test results each day to turn in for their time. Their daily class time must be 8 hours to ensure they receive the required 59 hours of theory. **Remember, the student should complete one module per day and must be at least 8 hours each day.** This includes reading time, video viewing time, skills practice time, and testing time.



MAP-576 Forms

- ▶ Please remember that portions of nurse aide training are reimbursable through Medicaid Services. You should keep a daily attendance form for this purpose. Ensure you have the date, students names, and the Clinical Instructor's names on this form. Turn these into your business office so that a MAP-576 form can be completed each month and sent to Medicaid for reimbursement.
- ▶ Be sure to include any items purchased for your classroom such as textbooks, teaching aids, computers, etc...



Survey

- ▶ Your program is **NOT** considered in-house training and should not be surveyed by the Office of Inspector General during your annual surveys.
- ▶ When surveyors ask if you perform in-house Nurse Aide Training, the answer should be “NO”.
- ▶ Health Education Center, LLC is a proprietary school and is surveyed by Michelle Fulner from Medicaid Services.



Performance

- ▶ It is our goal to have an outstanding pass rate on the state competency exam. Do not send your student to State SRNA Testing unless you and the student are confident of passing.
- ▶ Your cooperation and performance in the clinical setting with the students is very important for our joint success.
- ▶ Place a strong emphasis on the skills and clinical components of the course and the students should perform well on their state competency exam.



Welcome!

- ▶ That's it!
- ▶ We are glad to have you join forces with H.E.C. and we look forward to working with you!
- ▶ This collaborative approach to Nurse Aide Training is a team effort.
- ▶ If you ever have any questions about the course, the website, or anything at all, please contact: **Judy Bowman**
- ▶ (502) 762 5151
- ▶ contact@healtheducationcenter.us



Welcome To H.E.C.

Thank you!

