Palm Beach State College
Patient Care Assistant Program

Electronic Information Session
Fall 2018
Enrollment Deadline: July 15, 2018
The Patient Care Assistant (PCA) Program
An Overview

- The Patient Care Assistant Program at Palm Beach State is a three and a half month program that includes the following courses:
  - HSC0003 (Health Care Concepts)
  - HSC0003L (Health Care Concepts Lab)
  - HCP0120 (Nursing Assistant)
  - HCP0300 (Home Health Aide)
  - HCP0620 (Patient Care Assistant)

- Students who complete this program will have the completed the following certifications:
  - Nursing Assistant (CNA)
  - Home Health Aide (HHA)
  - Patient Care Assisting (PCA)

- This program is approved by the Florida Board of Nursing. Students who complete this program will be eligible to take the Florida Certification Exam for Nursing Assistants.
The Patient Care Assistant (PCA) Program

Program Hours and Schedule

- The PCA program includes a full-time day and part-time evening option for classes. The schedule for each option are detailed below.
  - The DAY PCA program schedule is Monday - Thursday from 8:00am – 3:00pm
    - Clinicals in this program usually are Mondays and Tuesdays from 7:00am – 1:30pm.
  - The EVENING PCA program schedule is Monday, Tuesday, and Thursday from 4:00pm – 10:30pm
    - Clinicals in this program usually are Mondays and Tuesdays from 4:00pm – 10:30pm.

BE ADVISED: The PCA program is considered a WEB COMPONENT course; students must be comfortable with using a computer and taking an online course on blackboard. Students must also have reliable access to a computer and internet in order to be successful in the program.

Clinicals are scheduled in healthcare facilities throughout Palm Beach County. Students may be assigned a clinical site anywhere in Palm Beach County. Students are responsible for the transportation to a clinical site, so reliable transportation is important to be successful in the program.

Day and Evening programs will run based on the student interest level in the program. The PCA program reserves the right to cancel classes (Day or Evening) due to low enrollment.
Requirements for the PCA Program

Education and Admission Requirements

- The PCA program’s Admissions Requirements are as follows:
  - Complete a PSAV application on the Palm Beach State College website at: [www.palmbeachstate.edu/admissions/admissions-applications.aspx](http://www.palmbeachstate.edu/admissions/admissions-applications.aspx).
  - Make sure that your application is a PSAV Vocational application and that Patient Care Assistant is listed as the program.
  - Students are not required to submit high school transcripts for the PCA program.
  - Currently enrolled students must change their declared major to Patient Care Assistant (Program Code: 5233) before registering for ANY PCA classes. Submit a [program objective change request](http://www.palmbeachstate.edu/admissions/admissions-applications.aspx) on your Pantherweb account.
  - Finish the Session Quiz at the end of this presentation with an 100%.
    - Make sure to include your FULL NAME (first and last), Student ID Number, and your Palm Beach State student e-mail address to reach you in the quiz.
  - You will also be required to submit medical forms and complete a background check, drug screen, and fingerprinting. You will receive an entry packet in your Palm Beach State [STUDENT E-MAIL](http://www.palmbeachstate.edu/admissions/admissions-applications.aspx) account once you have completed the information session quiz.
Requirements for the PCA Program

Medical Requirements

- Medical Requirements for the PCA program are as follows:
  - Competed Medical Exam form with a physical completed by a licensed physician, physician assistant, or nurse practitioner.
  - Medical form will require proof of the following:
    - Proof that you do not have active TB: PPD results or Chest X-ray. (PPD must be completed within the year) (Chest x-ray must be completed within the last two years)
    - Titers (bloodwork) or shot records showing that you have immunity to Rubeola (Measles), Rubella (German Measles), and Varicella (Chickenpox). **RESULTS (BLOODWORK OR SHOT RECORDS) MUST HAVE BEEN COMPLETED WITHIN THE LAST 10 YEARS.**
    - Shot Records (within last 10 years) showing proof that you have received a Tetanus Pertussis shot.
    - Proof of a flu shot (during flu season: August-March)
  - The Medical Exam form will be sent in an entry packet to your Palm Beach State **STUDENT E-MAIL** once you have completed the electronic information session quiz and received an 100% score.
Requirements for the PCA Program

FDLE Requirements

- FDLE Requirements for the PCA program are as follows:
  - Students will receive an entry packet in their Palm Beach State student e-mail with the necessary forms to complete their background check, drug screen, and FDLE fingerprinting once they have completed their information session.
    - Students will be required to go to their testing facility (listed in entry packet) to take the drug test.
    - Information on how to complete the background check and FDLE Fingerprinting will be given in the entry packet.
  - The Florida Statute for Healthcare Licensure/Certification is listed below. We recommend that students check with the Board of Nursing at (850) 245-4125 if you have questions regarding your background/FDLE with Florida’s certification requirements.

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Effective July 1, 2009, section 456.0635, Florida Statutes, provides that healthcare boards or the department boards or the department shall refuse to issue a license, certificate or registration and shall refuse to admit a candidate for examination if the applicant has been:

1. Convicted or plead guilty or nolo contender to a felony violation of chapters 409, 817, or 893, Florida Statutes; or 21 U.S.C. ss. 801-970 of 42 U.S.C. ss. 1395-1396, unless the sentence and any probation or pleas ended more than 15 years prior to the application.

2. Terminated for cause from Florida Medicaid Program (unless the applicant has been in good standing for the most recent five years).

3. Terminated for cause by any other State Medicaid Program or the Medicare Program (unless the termination was at least 20 years prior to the date of the application and the applicant has been in good standing with the program for the most recent five years).

All records will be sent directly to the Program Coordinator and will be kept in a confidential file. These files will not be part of the student’s college records.
The Patient Care Assistant (PCA) Program

Program Acceptance Policy

- Acceptance into the PCA program is contingent on the completion of the entry packet in its entirety. This includes:
  - Completion of this electronic information session with a 100% score on the quiz.
  - Completion of the PCA program medical examination forms with a full medical physical and all required program vaccinations.
  - Completion of the Background Check, Drug Screening, and FDLE Fingerprinting.
    - Background Check, Drug Screening, and FDLE Fingerprinting must be cleared by program director prior to course registration.

***If a student is not able to meet the PCA program’s medical and background guidelines, that student will not be able to enter into the PCA program.***
PCA Program Policies

Attendance Policy

- Students are expected to attend all classes and activities for each of the courses in which they are registered. Attendance on all clinical days is required.
  - Students who do not attend the first day of class will be automatically dropped from the course.
- Attendance will be taken on all lecture, skills lab, and clinical days, and college wide policies related to attendance will be followed.
  - Any class meeting missed, regardless of cause, reduces the opportunity for learning and will adversely affect a student’s achievement in the course.
  - Failure to meet the lecture/clinical clock hour requirements of the course (even if related to absence) will result in a failure of the program.

Due to the rigorous nature of the PCA program, and the strict completion of state required clocked hours, **we cannot excuse any premeditated absences**. We also cannot guarantee that a student will be able to “make-up” any missed hours.
Program Costs: PCA Program

Courses

<table>
<thead>
<tr>
<th>PCA Courses</th>
<th>Course Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC0003 (Health Care Concepts)</td>
<td>78</td>
</tr>
<tr>
<td>HSC0003L (Health Care Concepts Lab)</td>
<td>12</td>
</tr>
<tr>
<td>HCP0120 (Nursing Assistant)</td>
<td>75</td>
</tr>
<tr>
<td>HCP0300 (Home Health Aide)</td>
<td>50</td>
</tr>
<tr>
<td>HCP0620 (Patient Care Assistant)</td>
<td>75</td>
</tr>
</tbody>
</table>

**Total Contact Hours:** 290

The cost (per contact hour) for an in-state student is $2.78 for the 2017-2018 school year. Out-of-State cost (per contact hour) is $10.91.

Please visit the Finance Office website for more information regarding course fees.
## Program Costs: PCA Program

### Additional Cost Estimates

<table>
<thead>
<tr>
<th>Program Required Items</th>
<th>Cost (Estimate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniforms/Supplies (Stethoscope, white shoes, watch, etc.)</td>
<td>$200.00</td>
</tr>
<tr>
<td>Liability/Medical Insurance (Included in Course Fees)</td>
<td>$90.00</td>
</tr>
<tr>
<td>Medical Vaccinations and Physical</td>
<td>Depends on Student Immunity:</td>
</tr>
<tr>
<td></td>
<td>Around $300.00</td>
</tr>
<tr>
<td>Background and Drug Screenings (With Database Access Fee)</td>
<td>$170.00</td>
</tr>
<tr>
<td>Required Program Books</td>
<td>$80.00</td>
</tr>
</tbody>
</table>

**Total Additional Program Costs:** $840.00

All of the above figures are estimates for the required additional books, uniforms, and documentation for the program. Please be advised that these are estimates and cost can fluctuate based on vendors’ prices.
The Patient Care Assistant (PCA) Program
Scholarships, Financial Aid, and the Tuition Payment Plan

- The PCA program is currently not eligible to receive financial aid, but there are scholarship opportunities available through Palm Beach State College’s Foundation Office or through outside agencies.
  - The **Foundation Office** at Palm Beach State would have information on all scholarships offered at Palm Beach State. You would need to apply and complete their scholarship requirements.
  - Outside agencies, like CareerSource, provide financial assistance and scholarships to students who meet their eligibility requirements. You would need to contact these agencies directly for more information.
- Students can also register for the **Tuition Payment Plan** on their student Pantherweb portal to pay for their classes in increments. Student MUST register for **ALL (5) FIVE** classes by **August 22, 2018** in order to be eligible to register for the payment plan.
Looking to the Future

Palm Beach State’s Nursing Programs
Academic Progression Pipeline in Nursing at Palm Beach State

Progression of Nursing Education at Palm Beach State

Patient Care Assistant (PCA) Program

- Program Requirements:
  - Complete an application for admission to Palm Beach State College
  - No high school diploma or GED is required
  - Attend the mandatory Patient Care Assistant electronic information session
  - Complete PCA enrollment packet and submit by deadline
- Program Length: 3.5 months
- Program Benefits:
  - Palm Beach State College PCA graduates can be eligible to have their first three (3) PCA courses transfer to the LPN program, shortening their time in the LPN program.

Practical Nursing (LPN) Program

- Program Requirements:
  - Complete an application for admission to Palm Beach State College
  - Submit a high school transcripts or GED
  - Attend the mandatory Practical Nursing electronic information session
  - Complete TABE and HESI A2 Exam by deadline
  - Complete LPN application and submit with application fee
- Program Length: Approximately 12 months
- Program Benefits:
  - Palm Beach State LPN program graduates are eligible to attend a special transition program into the RN program, significantly reducing their costs and time in the RN program.

Nursing ASN Program

- Program Requirements:
  - Complete an application for admission to Palm Beach State College
  - Submit transcripts from all previous schools (college, high school)
  - Attend the mandatory RN information session
  - Complete all required course pre-requisites
  - Complete the HESI A2 Exam
  - Complete RN application and submit with application fee
- Program Length: Approximately 2 years
- Program Benefits:
  - RN program graduates are eligible for our BSN program once they obtain their RN license from the Florida Board of Nursing. Palm Beach State RN graduates enjoy the benefits of an easy transfer system to the BSN once they have finished the RN program.

Nursing BSN Program

- Program Requirements:
  - Palm Beach State BSN students must already have an AS in Nursing from an ACENJNL accredited institution and a valid RN license from the state of Florida
  - Palm Beach State RN graduates need to only contact a BSN advisor to transfer to the BSN program
  - All other RN programs must complete an application for admission to Palm Beach State College
  - Submit transcripts from all previous schools (college, high school)
  - Complete all required course pre-requisites (if applicable)
- Program Length:
  - Full-time and Part-time course tracks available. Program length depends on full or part-time status.
It Pays to attend Palm Beach State: Academic Progression

- Palm Beach State’s Nursing programs are dedicated to training students in the nursing professions at every level of their nursing career. This is why we have streamlined all of our Nursing programs to better help the student progress.

- What does this mean to you? Well, as you progress through our Nursing Academic Progression Pipeline, you will not only receive the necessary skills and training that we expect from a Palm Beach State Nursing Graduate, you will also receive special benefits to continue your schooling at Palm Beach State.

- For the PCA student, you receive the added benefit of waiving your first **THREE** classes in the LPN program (HSC0003, HSC0003L, HCP0121C) if you decide to continue on the Nursing Academic Pipeline.

- Completion of the PCA program also gives the student an additional “point” on their Palm Beach State RN program application.
Clinical Coordinator LPN/PCA: Amanda Sherrill
Phone: 561-868-3537
E-mail: sherrila@palmbeachstate.edu
Office: ETA 234
PCA Information Session Quiz and Live Chat Session Information

Please click on the Information Session Quiz link to complete the quiz.

You must receive an 100% in order to get credit for attending this electronic information session. You must log-in with your first and last name and passcode in order to gain access to the quiz. The passcode is: PalmBeachStatePCA

Make sure to include your FULL NAME (first and last), Student ID Number, and a student e-mail address to reach you in the quiz when prompted to do so. We will not be able to send you an entry packet without this information!