



# PALM BEACH STATE COLLEGE

Palm Beach State  
College

Patient Care  
Assistant  
Program

Electronic Information Session  
Spring 2020

(Full-time Day & Part-time Evening programs)

Application Deadline: November 15, 2019

# 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)
- HCP0300 (Home Health Aide)
- HCP0120 (Nursing Assistant)
- HCP0620 (Patient Care Assistant)



**Students who complete this program will have the completed the following certifications:**

- Home Health Aide (HHA)
- Nursing Assistant (CNA)
- 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  
(Prometric Exam)**

# The Patient Care Assistant (PCA) Program

## International Students

All potential international PCA students are encouraged to reach out to the International Student Admissions Office for assistance with Registration. Interested students can contact the Office by:

Website:

[www.palmbeachstate.edu/International](http://www.palmbeachstate.edu/International)

Phone: (561) 868-3029



International students are also encouraged to reach out to the [Dr. Kathryn W. Davis Global Education Center](#) who offer assistance with Admissions and Academic Advising for students, and also offer community assistance resources to those in need.

# Requirements for the PCA Program

## Education and Admission Requirements

The PCA program's Admissions Requirements are as follows:

- For New and Returning Students
  - 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).
    - PSAV Vocational Application and [Patient Care Assistant](#) Program Objective code required.
- For Currently Enrolled Students (*attended classes within the past 12 months*)
  - Current Palm Beach State students must change their declared major to Patient Care Assistant (Program Code: 5233)
    - Submit a [program objective change request](#) on your Pantherweb account to change for the Spring 2020 term.
- All PCA Student Applicants
  - Finish the Session Quiz at the end of this presentation with an 100%.
  - Make sure to print AT LEAST the first page of your results, indicating that you have 100% quiz.
  - Complete the [PCA Application](#) (located on the Palm Beach State PCA program page).
  - Submit your PCA Application and your electronic information session quiz results to the Nursing Office (Allied Health Building- AH 110 on the Lake Worth campus).

You will also be required to submit medical forms and complete a background check, drug screen, and fingerprinting as conditions to your acceptance into the PCA program.

# Requirements for the PCA Program

## Medical Requirements

The medical screening and vaccinations are required for all PCA program applicants. Any student who does not meet the medical requirements outlined here will automatically forfeit their seat in the PCA program and their application will be withdrawn for the term.



The medical screening requirements are as follows:

- Completed 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)

# Requirements for the PCA Program

## Background Screening Requirements

FDLE (Background Screening) Requirements for the PCA program are outlined below:

- ▶ All PCA applicants will receive an entry packet in their Palm Beach State student e-mail account with the necessary forms to complete their medical screening, background screening, drug screening, and FDLE fingerprinting once they have completed and submitted their PCA program application and they are conditionally accepted to the PCA program.
  - ▶ 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.
- ▶ Students are conditionally accepted to the Patient Care Assistant program pending Medical, Background, Drug, and FDLE screenings. Any student who cannot receive medical, background, drug, and/or FDLE (Fingerprinting) clearance will automatically forfeit their seat in the PCA program for the term and their program application will be withdrawn.

# Requirements for the PCA Program

## FDLE Requirements

The Florida Statute for Healthcare Licensure/Certification is reviewed here. 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.

*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 contendere 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 PCA application in its entirety. This includes:
  - ▶ Completion of this electronic information session with a 100% score on the quiz.
  - ▶ Completion of the PCA program application.
  - ▶ Submission of the PCA program application and the electronic information session quiz results to the Nursing Program Offices (Allied Health Building-AH 110 on the Lake Worth campus).
  - ▶ 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.

**\*\*\*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.\*\*\***



# The Patient Care Assistant Program

## Applicant Selection Process



The Patient Care Assistant full-time day and part-time evening programs have 20 seats available in each cohort for potential applicants during the Spring and Fall cycles. The PCA full-time day program has 20 seats available for summer cycles. There is no PCA evening program during the summer application cycles



Meeting all of the minimal requirements does not guarantee acceptance into the Patient Care Assistant Program. All program applicants are accepted on a “first come, first served” basis, depending on seat availability in their desired PCA cohort.



Students will be notified approximately seven (7) business days after the application deadline date if they are accepted. All students will be contacted through their Palm Beach State student e-mail accounts.



If a student is not selected for the Patient Care Assistant Program for this application cycle, the student must re-apply and re-take the electronic information session quiz during the next cycle in order to be considered again in the applicant pool.

**Applications do not roll over to the next application cycle.**

# The Patient Care Assistant (PCA) Program

## Program Hours and Schedule

- ▶ The DAY PCA program schedule is Monday - Thursday from 8:00am -3:00pm.

- ▶ Students will get a 30-minute meal break, and several class breaks throughout the day.
- ▶ 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

- ▶ Students will get a 30-minute meal break, and several class breaks throughout the day.
- ▶ Clinicals in this program usually are Mondays and Tuesdays from 4:00pm - 10:30pm.

Spring 2020 Day Program Course	Start Date	End Date
HSC0003 (Health Care Concepts)	1/6/20	1/27/20
HSC0003L (Health Care Concepts Lab)	1/28/20	1/29/20
HCP0300 (Home Health Aide)	1/30/20	2/19/20
HCP0120 (Nursing Assistant)	2/20/20	3/18/20
HCP0620 (Patient Care Assistant)	3/19/20	4/2/20

Spring 2020 Evening Program Course	Start Date	End Date
HSC0003 (Health Care Concepts)	1/6/20	2/4/20
HSC0003L (Health Care Concepts Lab)	2/4/20	2/6/20
HCP0300 (Home Health Aide)	2/10/20	3/12/20
HCP0120 (Nursing Assistant)	3/16/20	4/13/20
HCP0620 (Patient Care Assistant)	4/14/20	4/30/20

# The Patient Care Assistant (PCA) Program

## Program Schedule- Additional Information



The PCA program is considered a WEB COMPONENT course; students must be comfortable with using a computer and using 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 during the Spring and Fall, and Day programs during the Summer at the Lake Worth will run based on the student interest level in the program. The PCA program reserves the right to cancel classes due to low enrollment.

# 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

PCA Program Courses	Course Contact Hours
HSC0003 (Health Care Concepts)	78
HSC0003L (Health Care Concepts Lab)	12
HCP0300 (Home Health Aide)	75
HCP0120 (Nursing Assistant)	75
HCP0620 (Patient Care Assistant)	50
Total Contact Hours:	290

► The cost (per contact hour) for an in-state student is \$2.78 for the 2019-2020 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

- ▶ 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.

Program Required Items	Cost (Estimate)
Uniforms/Supplies (white shoes, watch, headphones etc.)	\$100.00
Liability/Medical Insurance (Included in Course Fees)	\$90.00
Medical Vaccinations and Physical	Depends on Student Immunity: Around \$300.00
Background and Drug Screenings (With Database Access Fee)	\$170.00
Required Program Books	\$80.00
State Board Exam (Prometric) Fees	\$155.00
<b>Total Additional Program Costs:</b>	<b>\$895.00</b>

# 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.

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 January 3, 2020 in order to be eligible to register for the payment plan.

The [Foundation Office](#) at Palm Beach State has information on all scholarships offered at Palm Beach State.

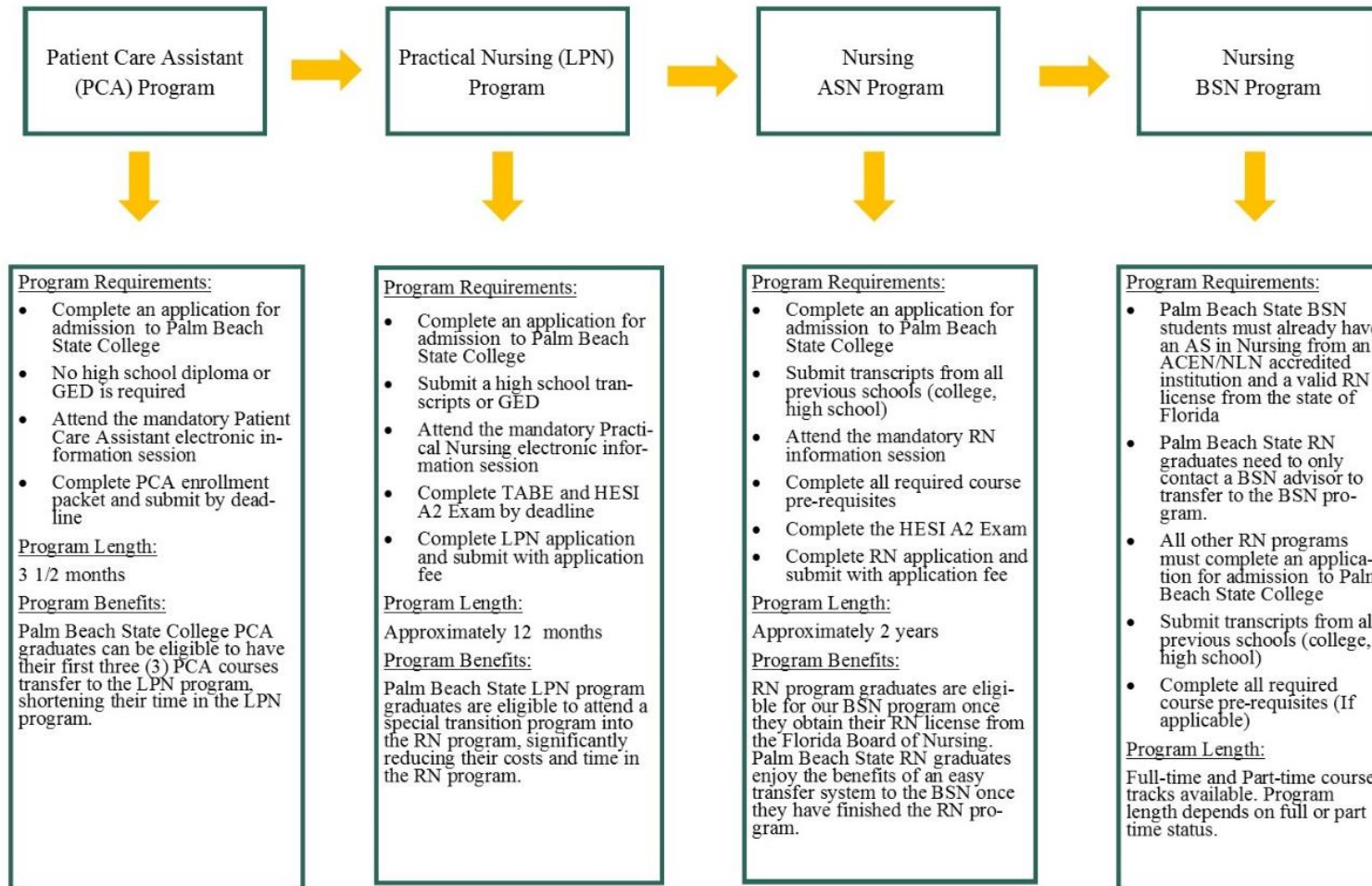
Outside agencies, like [CareerSource](#), provide financial assistance and scholarships to students who meet their eligibility requirements.

# Looking to the Future

Palm Beach State's Nursing Programs



# Progression of Nursing Education at Palm Beach State



## Academic Progression Pipeline Nursing at Palm Beach State

# It Pays to attend Palm Beach State: Academic Progression PCA Program

For the PCA student, you receive the added benefit of waiving your first **THREE** classes in the LPN program (HSC0003, HSC0003L, HCP0121C) with successful completion of the skills challenge exam 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.



# Program Contact Information

Nursing Program Offices (RN, LPN, PCA)  
Allied Health Building, Room 110

Lake Worth Campus  
4200 S. Congress Ave.  
Lake Worth, FL 33461

561-868-3412

Office Hours: 8:00am to 4:30pm  
Closed Fri. (Summer ONLY), Sat. & Sun.

# PCA Information Session Quiz



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**



**ONCE COMPLETED:** Please print out **AT LEAST** the first page of your Information Session Quiz results showing that you received an 100% on the quiz. Then, attach the printed results to your PCA application when you submit it to the Nursing Program Offices.