

**Certified Nurse Assistant (CNA)  
One Year Program  
St. Lawrence-Lewis BOCES CTE Centers**

Unit of Study	Unit Hours	Math Hours	Science Hours
<b>I. Program Orientation</b>	<b>5</b>		<b>2.5</b>
A. Introductions			
B. General Information			
C. Program Overview			
D. Study/Learning, Testing Skills			
<b>II. The Health Care System</b>	<b>15</b>	<b>3</b>	<b>15</b>
A. History of Health Care			
B. Trends in Health Care			
C. Reasons for Choosing a Career in Health Care			
D. Characteristics of a Health Care Worker			
E. Job Levels, Duties and Education			
F. Places of Employment			
G. Major Services in Health Care			
H. Career Ladder and Lattice			
I. Chain of Command			
J. Health Care Insurance			
K. Career Search			
<b>III. Health Care Law and Ethics</b>	<b>10</b>		
A. Legal Responsibilities			
B. Contracts			
C. Confidentiality			
D. Patient/Resident Rights			
E. Patient Self Determination			
F. Ethics			
<b>IV. Introduction to Nurse Assistant</b>	<b>22</b>		
A. Health Care Organizations			
B. The Nursing Team			
C. Nursing Care			
D. Legal Responsibilities			
E. Ethics			
<b>V. Communication/Diversity</b>	<b>25</b>	<b>6</b>	<b>7</b>
A. Communication in Health Care			
B. Cultural Diversity			
C. Teamwork			
D. Leadership Development			
<b>VI. Communication – Observing and Reporting</b>	<b>5</b>	<b>1.5</b>	<b>3.5</b>
A. Communication			
B. Using Communication Technology			
C. Reporting and Recording			

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D. Effects of Aging on Communication			
<b>VII. Introduction to Anatomy &amp; Physiology</b>	<b>35</b>	<b>6.5</b>	<b>13.5</b>
A. Basic Structure of the Human Body			
B. Integumentary System			
C. Skeletal System			
D. Muscle System			
E. Nervous System			
F. Special Senses			
G. Circulatory System			
H. Respiratory System			
I. Digestive System			
J. Urinary System			
K. Endocrine System			
L. Reproductive System			
M. Vital Signs			
<b>VIII. Microbes &amp; The Human Environment</b>	<b>25</b>	<b>10</b>	<b>15</b>
A. Classifications of Microbes			
B. Infection Control Practices			
C. Health Care – Associated Infections			
D. Cells, Tissues, Immune System			
<b>IX. Personal Care – Integumentary System</b>	<b>20</b>		
A. The Patient Unit			
B. Bed Making			
C. Personal Hygiene			
D. Integumentary System			
<b>X. Elimination Procedures – Urinary System</b>	<b>10</b>	<b>1</b>	<b>1</b>
A. Urinary Elimination			
B. Bowel Elimination			
C. Bowel Diversions			
D. Urinary System			
<b>XI. Health and Wellness</b>	<b>30</b>		<b>25</b>
A. Concepts of Optimal Health			
B. Effect of Stress on the Human Body			
C. Health Promotion and Disease Prevention Strategies			
D. Benefits of Exercise on the Human Body			
E. Nutritional Needs			
F. Effects of Environment on Health and Wellness			
G. Effects of Substance Abuse on Health			
H. Community Resources for Promoting and Maintaining Health			
I. Alternative/Complementary Health Care			
<b>XII. Diet &amp; Nutrition – Digestive &amp; Endocrine</b>	<b>10</b>	<b>2.5</b>	<b>4</b>

<b>Unit of Study</b>	<b>Unit Hours</b>	<b>Math Hours</b>	<b>Science Hours</b>
A. Therapeutic Diets			
B. Serving Trays, Water, and Between Meal Nourishment			
C. Feeding			
D. Recording Liquid Intake on an Intake and Output Sheet			
E. Lab Skills			
F. Digestive System			
G. Endocrine System			
<b>XIII. Human Sexuality – Reproductive System</b>	<b>10</b>		
A. Reproductive System			
B. Sexuality			
<b>XIV. Circulatory and Respiratory Care</b>	<b>10</b>	<b>5</b>	<b>2.5</b>
A. Circulatory and Respiratory Systems			
B. Vital Signs			
C. Oxygen Therapy			
D. Diseases and Disorders – define, list signs and symptoms, basic nursing care, and information to report			
<b>XV. Human Growth &amp; Development</b>	<b>25</b>	<b>7</b>	<b>8.5</b>
A. Principles of Growth and Development			
B. Understanding the Family Unit			
C. Life Cycle Stages			
D. Death and Dying			
<b>XVI. Life Changes and Adaptations</b>	<b>10</b>	<b>1.5</b>	<b>2.5</b>
A. Aging and Role Changes			
B. Death and Dying Process			
<b>XVII. Emergency Care</b>	<b>30</b>	<b>1.5</b>	<b>1.5</b>
A. General Principles of First Aid			
B. Identifying Emergency Situations			
C. Summoning Emergency Assistance			
D. First Aid for Specific Situations			
E. Cardio Pulmonary Resuscitation			
<b>XVIII. Lift, Move, Transport / Safety – Muscle Skeletal System</b>	<b>25</b>	<b>11</b>	<b>9.5</b>
A. General Safety, Accident and Fire Prevention			
B. Body Mechanics and Positioning			
C. Preventing Falls			
D. Promoting a Restraint Free Environment			
E. Handling, Moving and Transferring			
F. Muscle Skeletal System			
G. Medical Terminology			
<b>XIX.</b>	<b>10</b>		

<b>Unit of Study</b>	<b>Unit Hours</b>	<b>Math Hours</b>	<b>Science Hours</b>
<b>Pre- and Post-Op Care</b>			
A. Nursing Measures to Prepare a Client for Surgery			
B. Nursing Measures When Caring for a Post-Op Client			
C. Post-Op Complications			
D. Basic Nursing Care to Prevent Post-Op Complications			
E. Principles of Pain Management			
<b>XX. Admission, Transfer, Discharge</b>	<b>10</b>	<b>1.5</b>	<b>1.5</b>
A. Admission			
B. Transfer			
C. Discharge			
D. Physical Exams			
<b>XXI. Supervised Clinical Experience</b>	<b>108</b>	<b>1</b>	<b>1</b>
A. Basic Skills			
B. Responsibility			
C. Personal Appearance / Behavior			
<b>XXII. Technical Math</b>	<b>Integrated</b>	<b>49</b>	<b>3</b>
A. Roman Numerals			
B. Whole Numbers			
C. Fractions			
D. Decimals			
E. Percentages			
F. Ratio and Proportion			
G. Systems of Measurement			
H. The 24-Hour Clock			
I. Metric, Household and Apothecary Measure			
J. Application of Measurement and Conversion Dose			
K. General Accounting			
L. Graphs			
M. Angles			
<b>XXIII. Medical Terminology</b>	<b>Integrated</b>		
A. Medical Word Elements			
B. Forming Medical Terms from Word Elements			
C. Medical Terms Related to the Body as a Whole			
D. Medical Terms Related to Body Systems			
E. Abbreviations and Symbols			
<b>XXIV. Computer Applications</b>	<b>Integrated</b>		
A. Computer System in Health Care Facilities			
B. Types of Services that are Therapeutic and Diagnostic			
C. Understand How to Input, Retrieve, Edit, and Store Data using a Microcomputer			

<b>Unit of Study</b>	<b>Unit Hours</b>	<b>Math Hours</b>	<b>Science Hours</b>
D. Responsibility of the Health Care Provider in Regard to Client Confidentiality			
E. Terms Related to Computers			
<b>XXV. Career Planning</b>	<b>Integrated</b>		
A. Career Plan Development			
B. Career Skills			
C. Career and Financial Management			
<b>Total Hours</b>	<b>450</b>	<b>108</b>	<b>116.5</b>