Checklist for Curriculum in Certified Nurse Aide/Nurse Aide Advanced and Patient Care Technician

Please CHECK if you have completed the following:

1. Curriculum title is descriptive and clear, without advertising
2. The instructional hour is marked for 60min
3. Tracked course by the individual courses/units it is broken down into
4. Listed the content outline - the units with hours - under <Coursework>, <<Additional Coursework>>. Units should have less than 100hrs, but NOT be splintered into mini-units. Each subject is one single unit. Any units that have both theory and skills components are entered separately (such as EKG-Skills AND EKG-Theory)
5. CNA curriculum covers at least the following units: Introductory Curriculum and Resident’s Rights; Basic Nursing Skills; Personal Care Skills; Mental Health & Social Service Needs; Care of Residents with Special Needs; and Basic Restorative Services
6. Selected the box <Nurse Aide> in order to automatically input Content Outline and Equipment List
7. Any multiple training locations have separate licenses and curriculum approval applications
8. Selected <Classroom> as Method of Instruction
9. Identified the Primary Instructor/Primary Care Instructor (PI), who is also the Program Coordinator (PC). Uploaded a copy of the teacher license of the PI
10. Selected a standard published textbook of your choice, covering the New York State Department of Health mandated curriculum. Any handouts are uploaded under <Coursework Details> for Textbooks and Instructional Aids

11. Correctly labeled any supplementary Nurse Aide Advanced and Patient Care Technician programs. Included the appropriate additional equipment under <Additional Equipment>

12. Made use and/or referred to (the former 21a) Content Outline guidelines and (the former 21b) Performance Objectives

13. Uploaded under <Coursework Documents> the BPSS NATP Information Booklet (2016) and the Clinical Skills Performance Record Evaluation Checklist. Note: NEVER use “other” as a category

14. For any EKG and Phlebotomy component, uploaded the Content Description. It should be structured the exact same way as the units in the Content Outline, with the content of each unit being list-like and detailed

15. For the Certified Nurse Aide and Nurse Aide Advanced internships, used the latest BPSS CNA Affiliation Agreement. Included a copy of the operating license of the internship facility alongside the signed Affiliation Agreement