



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*James C. Williamson, Ph. D.*

*President*

March 3, 2017

**MEMORANDUM**

**TO:** Presidents  
Chief Academic Officers

**FROM:** Dr. Lisa Chapman, Senior Vice President for Programs & Student Services  
Ms. Kathy Turner, Assistant Section Chief, NC Div. of Health Service Regulation  
Dr. Linda Burhans, Associate Executive Director, NC Board of Nursing

**SUBJECT:** Nurse Aide (Certificate) (C45840)  
Health Science: Therapeutic & Diagnostic Services/Nurse Aide (D45970)

A large number of community colleges are approved to offer the Nurse Aide program and have chosen to offer a Career & Technical Education (CTE) pathway through Career and College Promise (CCP). We would like to take this opportunity to emphasize important information regarding the Nurse Aide curriculum and courses.

The following courses are governed by the NC Division of Health Service Regulation (NC DHSR) and require NC DHSR approval **prior to implementation** of the course. A **separate** approval is required for **each** CTE location and a **separate** approval is required for traditionally offered courses:

*NAS 101 Nurse Aide I*  
*NAS 103 Home Health Care Nurse Aide*  
*NAS 106 Geriatric Aide*

The application for each of these courses is located at [www.ncnar.org](http://www.ncnar.org). Questions regarding applications may be directed to the Regional Office Education Consultants for NC DHSR at (919) 855-3970.

The following course is governed by the North Carolina Board of Nursing (NCBON) and requires NCBON approval **prior to implementation** of the course. A **separate** approval is required for the CTE and traditionally offered course:

*NAS 102 Nurse Aide II*

The application for this course is located at [www.ncbon.com](http://www.ncbon.com). Questions regarding *NAS 102 Nurse Aide II* may be directed to Joyce Roth, Chief Organizational Development Officer, ([joycer@ncbon.com](mailto:joycer@ncbon.com)) at the NCBON.

**Email**  
**CC17-009**

**A separate CCP Nurse Aide application, in addition to the traditional program application, must be submitted to the appropriate approval bodies i.e. NC DHSR or the NCBON. A college that plans to offer a CCP NA program at multiple high school sites MUST have an approval code for each of the sites by NC DHSR.**

A separate CTE electronic nurse aide program of study, in addition to the traditional program of study, must be submitted into Colleague for System Office approval prior to implementation. As you prepare your CTE program of study for submission, please note the following:

1. A CCP student MUST be a minimum of 16 ½ years of age to be enrolled (the first day of term/semester) in the *NAS 101 Nurse Aide I* course. In order for the Nurse Aide I to renew their listing on the Nurse Aide I registry they must work a minimum of eight hours during the aide's 24 month registry listing period, perform the duties of a nurse aide I, be supervised by a registered nurse and receive monetary compensation. <https://www.ncnar.org/ncna.html>.
2. *NAS 107 Medication Aide* cannot be included in a Career and College Promise program of study. *Rule 21 NCAC 36 .0406 (c)* notes *The applicant for a medication aide training program approved by the Board must have a high school diploma or GED.* Questions related to the Medication Aide course may be directed to Burnette Brown ([bbrown@ncbon.com](mailto:bbrown@ncbon.com)) at the NCBON. Questions related to the Medication Aide listing should be directed to Kathy Turner, Assistant Section Chief, ([kathy.turner@dhhs.nc.gov](mailto:kathy.turner@dhhs.nc.gov)) at the NC Division of Health Service Regulation.
3. The CTE program of study cannot include a course pick list.
4. In CCP, the Nurse Aide faculty are responsible for teaching the college-level course ( i.e. *NAS 101* and not the high school Fundamentals of Nursing course). It is unacceptable to “blend” the college and high school curriculums together. The nurse aide course is to be taught according to the syllabus that was reviewed and approved by the NC DHSR (NA I or Geriatric Aide) or the NCBON (NA II).
5. In CCP, the mode of delivery for the NAI course cannot be hybrid or virtually taught. NAI hybrid courses may be approved under special conditions only.
6. The allowances made for CTE CCP students cannot be extended to students in any other programs.

Please see Section 14 (Career and College Promise) of the *Curriculum Procedures Reference Manual* for additional information on CCP by visiting the Academic Programs website at:

<http://www.nccommunitycolleges.edu/academic-programs/curriculum-procedures-reference-manual-cprm>

The NCBON, NC DHSR and the NCCCS are collaborative partners in meeting the educational needs of our students. The NCBON supports the goals of Career and College Promise to allow qualified high school students the opportunity to pursue options which allow them to get a jumpstart on their workplace and college preparation. Allowances for CTE CCP students regarding Rules 21 NCAC 36 .0404 and NCAC 36 .0405 have been agreed upon as follows:

- 1. All students, including CTE CCP students, must successfully complete the NA I education/training program portion of their course prior to starting the NA II education/training program portion.*
- 2. CTE CCP students must apply for testing and listing on the DHSR NA I Registry as soon as possible (i.e., within 10 calendar days) after completing the NA I education/training program portion of their course; BUT, because testing dates may be beyond their control, CTE CCP students may begin the NA II education/training program portion of their course prior to completion of actual testing and subsequent listing (i.e., not to exceed 30 calendar days from date of application) on the DHSR NA I Registry (allowance). PLEASE NOTE: Because this is an allowance, CTE CCP students who fail their **first** attempt at NA I testing or are ineligible for immediate listing on the DHSR NA I Registry for any reason **MUST** be immediately dropped from the NA II portion of the course. These students shall not resume the NA II portion of the course, nor be admitted to any other NA II education program, until they successfully pass NA I testing AND are actively listed on the DHSR NA I Registry.*
- 3. CTE CCP students will enter the NA II education/training program portion of their course prior to obtaining a high school equivalency or high school diploma (allowance). These students will NOT, however, be eligible for listing on the NCBON NA II Registry until they possess a high school equivalency or high school diploma. CTE CCP faculty are required to hold NA II applications and completion certificates until CTE CCP students have graduated high school or obtained a high school equivalency. The CTE CCP RN faculty verifying the students in the NCBON system **MUST** have a copy of the student's high school equivalency or high school diploma **PRIOR** to releasing the NAII application and completion certificate. The CTE CCP RN faculty verifying the students in the NCBON system is attesting that all requirements for listing have been met.*
- 4. As a result of the requirement for graduation or high school equivalency completion, CTE CCP students will not be required to submit their application and fee within 30 business days of the NA II program completion date. Instead, CTE CCP students shall submit their application, required fee, and required documentation within 60 business days of the graduation or high school equivalency completion date (allowance). No NA II listing will be allowed beyond the 60 business days.*

We are appreciative of your efforts to remain in compliance with requirements set forth by the NCCCS, NCBON and DHSR. If you have any questions, please contact Renee Batts, Associate Director, at (919) 807-7118 or [battsr@nccommunitycolleges.edu](mailto:battsr@nccommunitycolleges.edu).

LC/RB/dm

c: Mr. Wesley Beddard  
Ms. Jennifer Frazelle  
Ms. Renee Batts  
Dr. Lisa Eads