

# Basic Nursing Assistant Application Guide 2026-2027

## Affirmative Action:

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity, or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state, or local laws.

Under College policies, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of its policies and other College efforts designed for that purpose.

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503-584-7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr. NE, Salem OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

## Course Overview:

This 123-hour training course is approved by the Oregon State Board of Nursing (OSBN). It consists of 70 hours on-campus classroom and lab and 48 hours of clinical in a long-term care facility and 5 hours of mock skill training. Successful completion qualifies individuals to take the Nurse Assistant Competency Evaluation test for state certification as a Nursing Assistant. Course subjects include Interpersonal skills and communication, growth and development throughout the life cycle, cultural aspects, legal/ethical aspects, medical and nursing terminology, general patient care; patient bathing, taking, and recording vital signs, feeding patients, infection control, caring for patient's personal needs.

This is a limited-enrollment consent course— only 10 – 20 students are accepted on a first come, first served basis.



## Getting Started:

1. Applicants must be a Chemeketa student at the time of registering.
  - a. Enroll with the college as a non-credit student at <https://go.chemeketa.edu/webadmit> to obtain a Chemeketa student identification number (K number) and Chemeketa email address. This will be required to submit your application.
2. Application submission:
  - a. Submit your application through the online form on the BNA webpage ([go.chemeketa.edu/bna](https://go.chemeketa.edu/bna)).
  - b. Applications will only be accepted during the application window (late/incomplete applications will not be accepted)
  - c. Once the application window has closed accepted applicants will be selected at random for admission.

## Course Cost:

### Total Program Cost (estimates): \$1,466

- Fees/UAF Fee—\$1,396
- **Non-Refundable Fee**—\$65 (lab supplies)
- **E-Book:** \$55+
- **Note:** Course tuition or fees are not refundable beyond the first week of class. Additional course fees may be applicable and are non-refundable
- Account balances must be paid within 10 business days or have a payment plan set up with Business Services to avoid late fees or removal from the program. If you need to

### Additional Variable Costs

- Oregon State Board of Nursing Test for Certification—\$106
- Fingerprinting for OSBN—\$70.50
- Criminal Background Check – approximately \$50
- Drug Screen – approximately \$50
- Immunization Tracker – approximately \$30
- CPR Training and immunizations – (costs vary)

## Selection Process:

Applicants who submit a complete application will be selected at random at the end of the application window period. Applicants that are not selected will be placed at random on the waiting list.

# Criminal Background Check, Drug Screen, and Immunizations

Instructions on how to complete a background check and drug screen will be provided with an applicant's acceptance notification. Applicants who are on a waiting list will only receive this information upon acceptance from the waiting list.

## Background Check

Once the BNA application is accepted, the criminal background check must be submitted to Core Screening no later than seven days from date of issue. Failure to complete the background check or a background check revealing a disqualifying criminal history will mean you are ineligible to participate in the BNA course.

The Dean of Health Sciences shall ensure that all students pass a national criminal history check to be eligible, pursuant to laws governing the clinical site facility, to participate in the program's clinical experience. Proof that you have passed the criminal background check must be documented prior to Orientation.

Questions about disqualifying crimes see: <http://www.oregon.gov/DHS/BUSINESS-SERVICES/CHC/Documents/apd-dd-flyer-crimes.pdf>

Oregon Department of Human Services criminal history requirements and policies located in Division 7 located at: <https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=1626>

Oregon Board of Nursing's criminal history requirements and policies found in Division 1 of the Nurse Practice Act located at: <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=285664>

For Oregon State Board of Nursing (OSBN) - If students have questions about the possibility of denial of certification by the OSBN, they should check with OSBN at 971.673.0685 before enrolling in this course.

## Drug Screening:

Students are required to undergo random drug testing. You will receive an email from Core Screening with date-sensitive instructions on how to complete the drug screening. It is important that you check your My Chemeketa email daily. You will have three days to complete the drug screening from the date of issue. Failure to complete the random drug screen in the required amount of time or if test results are positive, will result in elimination from the program. Core Screening is able to provide lab locations throughout the United States.

## Immunizations

Copies of all required immunizations will be uploaded into our third-party system for review and tracking. Immunizations deadlines will be provided upon acceptance.

## Uniforms:

Uniform requirement information will be given upon acceptance.

## Course Registration and Payment

After the background and drug screen are complete, consent is given by the office of the Dean of Health Sciences to register for the course using the course record number (CRN) given in your My Chemeketa Gmail account. Paying for the course is also done through My Chemeketa. Access your My Chemeketa account by visiting [my.chemeketa.edu](http://my.chemeketa.edu)

Published cancellation and refund policy, procedures, and schedule reviewed during orientation.

## Course Attendance:

To meet the State Board of Nursing course requirements, students **must attend all class, lab, and clinical sessions**. In addition to class attendance, studying/reading comprehension of content and practice of skills outside of class time is required.

## Immunizations Requirements & CPR:

This program requires a variety of immunizations after acceptance into the program. The following vaccines will be required:

### TB Screening:

You will be required to submit **one of the following**:

- 2 step-skin test (2 tests)
  - Test must be read after 48-72 hours
  - Second test must be received at least 1 week and no later than 3 weeks after the first test
- Blood draw
  - A QuantiFERON Gold blood draw showing a negative test result can be used to fulfil this requirement.

Notes:

- If there is a history of positive TB, documentation of recent medical evaluation to certify you do not have active infectious tuberculosis will be required.
- If you need the Varicella and/or MMR immunization(s), please have them done with or after the second skin test TB screening.

## Measles, Mumps, Rubella (MMR)

You will be required to submit **one of the following**:

- Proof of two doses of MMR (injection) or
- Proof of positive titer (blood draw)

Notes:

9/3/2026

- If the MMR vaccine is needed, you can receive this with and/or after your **second** skin test TB screening.
- This vaccine can be provided at the same time as the Varicella vaccine if needed.

## Varicella (Chicken Pox)

You will be required to submit **one of the following**:

- Proof of two doses of Varicella (injection) or
- Proof of one dose prior to age of 13 (injection) or
- Proof of positive titer (blood draw)

Notes:

- Documentation of having the disease is not accepted
- If the vaccine is needed, it should be received with and/or after the **second** skin test TB screening

## Hepatitis B (HBV)

You will be required to submit **one of the following**:

- Proof of three dose vaccine (injection)
- Proof of positive titer (blood draw)

## Tetanus, Diphtheria, and Pertussis (Tdap)

You will be required to submit the following:

- Proof of vaccine within the last 10 years (cannot expire during program)

## Flu

You will be required to submit **one of the following**:

- Proof of seasonal flu vaccine
  - Vaccine documentation must include
    - ♣ Location/facility received
    - ♣ Date of injection
    - ♣ Site of injection
    - ♣ Lot# and VIS#
    - ♣ Expiration date
- [Declination Form \(click here\)](#)

Notes:

- The Flu vaccine is required during the flu season and is usually due by October 1<sup>st</sup> of each year.
- If a declination form is submitted, a mask must be worn while at a clinical facility.

## COVID-19

You will be required to submit **one of the following**:

- Proof of vaccine
- [Declination \(click here\)](#)
- [Medical Exemption \(click here\)](#)
- [Religious Exemption \(click here\)](#)

## CPR:

Per Oregon Administrative Rule, the Dental Assisting program requires a valid American Heart Association (AHA) Basic Life Support (BLS) provider level course.

## BNA Application Acknowledgement (Student Copy):

- ☐ I understand that I must be an active Chemeketa student prior to applying to the BNA limited enrollment program.
- ☐ I understand that I must submit required immunization & CPR requirements by established deadlines (usually within 2 weeks upon acceptance)
- ☐ I understand that I must attend/participate in mandatory orientation.
- ☐ I understand that I must attend all lectures, labs, and clinical sessions to meet the required program hours.
- ☐ I understand that I will be required to complete a background check and drug test upon initial acceptance into the program as required by the Oregon State Board of Nursing (OSBN) for certification.
- ☐ I certify that I have accessed and reviewed the Oregon State Board of Nursing and Aging and People with Disabilities (APD) regulations and understand that certain crimes may disqualify me from eligibility for this course.
- ☐ I understand that the Oregon State Board of Nursing may deny my application for nursing assistant certification based on:
  - ☐ The results of my criminal background check
  - ☐ Failure to provide complete and truthful information on my application to test
- ☐ I have received and reviewed the Oregon Department of Human Services criminal history requirements and policies located in Division 7:  
<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=1626>
- ☐ I have reviewed the Oregon State Board of Nursing criminal history requirements and policies found in Division 1 of the Nurse Practice Act:  
<https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=285664>
- ☐ I understand that the Oregon State Board of Nursing (OSBN) requires applicants for certification to provide fingerprints, so OSBN can conduct a national criminal history record check.

## Application Submission

Submit your application via our online form on our website [go.chemeketa.edu/bna](https://go.chemeketa.edu/bna) during the open application window.