

Manhattan Area Technical College
Institutional Policy and Procedure Manual
Division of Nursing Policy and Procedure

Policy 5.1.5

Title: Nursing Program CNA Waiver Policy	
Originated by: Director of Nursing	Originated Date: 9/2010
All Faculty Approval Date: 9/28/21	
President/Board of Directors Approval Date: 9/28/21	
Revised by: Director of Nursing Education	Revised Date: 7/2021; 6/2026
Reviewed on: 9/2010; 11/2010, 7/2013, 9/2013, 8/2016; 7/2021; 6/2026	

Policy Statement:

Practical Nursing (PN) applicants with prior healthcare training as a military medic/corpsman, Emergency Medical Technician (EMT), or Certified Medical Assistant (CMA) may demonstrate competency through a CNA proficiency examination in lieu of obtaining a Kansas Certified Nurse Aide (CNA) certificate. The proficiency examination consists of a written examination and skills evaluation. Applicants must successfully complete both components to receive a CNA waiver for admission purposes.

The CNA proficiency examination must be completed within one year preceding the PN application deadline.

Note: Successful completion of the CNA proficiency examination provides eligibility for admission consideration to the Manhattan Area Technical College (MATC) PN Program only. It does not result in CNA certification or eligibility for CNA certification in the State of Kansas.

(Note: this will only provide entrance to MATC Practical Nursing. This process does not qualify the applicant for CNA certification with the state of Kansas.)

Rationale:

Individuals who have completed training as a military medic/corpsman, EMT, or CMA may possess knowledge and skills comparable to those obtained through a CNA course. The CNA proficiency examination provides an opportunity for applicants to demonstrate competency in lieu of obtaining a CNA certificate.

Procedure:

1. Prospective PN program applicants will complete the Credit for Prior Learning (Policy 5.1.3) Application for Credit by Examination process and provide

documentation of current CMA certification (AAMA or comparable nationally recognized certification), EMT certification, or military medic/corpsman training. The applicant must submit all required documentation and fees to the MATC Registrar.

2. Approval to participate in the CNA proficiency examination process will be determined by the Chief Academic Officer (CAO) and the Director of Nursing Education.
3. The Registrar's office will notify the applicant of the approval decision.
4. If approved, the Director of Allied Health or designee will coordinate the CNA proficiency examination process.
5. The CNA proficiency examination process includes
 - a. The applicant will obtain and review current Kansas CNA curriculum.
 - b. The applicant will contact the Director of Allied Health or designee to schedule the written examination and skills evaluation.
 - c. The applicant must achieve a minimum score of 85% on the written examination before progressing to the skills evaluation.
 - d. The applicant must successfully complete the skills evaluation to receive the CNA waiver.
 - e. The Director of Allied Health or designee will provide proficiency examination results to the Registrar through the completed Application by Credit Examination form and CNA Waiver Verification form.
 - f. Following successful completion of the CNA proficiency examination process, the applicant may proceed with the Practical Nursing (PN) application process.