



Spring 2019

Certified Medication Aide Course

This course follows the curriculum specified by the Kansas Department on Aging and Disability Services (KDADS) for instruction of CNAs preparing to become certified medication aides (CMA) in long-term care facilities. Outside-of-class reading and homework assignments are required. After successful completion of this 75 clock-hour (3 credit hour) course, the student is eligible to take the state CMA certifying exam as prescribed by KDADS.

At least six (6) months of work experience as a CNA is recommended, prior to enrolling in this course.

Enrollment opens on Tuesday, December 4, 2018 @ 9:00 am, at Manhattan Area Technical College, front office, 3136 Dickens Avenue, Manhattan, KS. Enrollment is on a **first-come-with-payment-and-all-enrollment-requirements-met basis**. MATC office hours are Monday-Friday 8:00 am-5:00 pm. **The CMA course is limited to 6 students.**

Prerequisites: Must be 18 years of age, before beginning the course;
Must have a current active Kansas CNA certificate, without prohibitions.
Must have computer and internet access to complete the online portion of the class.

Required for enrollment: **Personal Documents:** current state-issued photo ID and Social Security card
Report of TB skin test done within past 6 months (or TB chest x-ray report)
Flu immunization for current season. Submit immunization document.
Kansas CNA number or print your information from www.ksnurseaidregistry.org
CASAS Reading Test. Go here: <https://manhattantech.edu/student-resources/teaching-learning-center/students/testing-placement/casas-reading-test> to schedule the test.
A \$5.00 fee will need to be paid upon scheduling the exam.
Course fee \$475.00 paid at time of enrollment (or sponsor letter presented*).
MATC accepts cash, check, Visa, MasterCard and Discover.

Military or Veterans

VA Financial Aid is now approved for this course. Please see the financial aid office for eligibility.

NOTE: To enroll, bring **all** of these required items with you. No early or partial enrollments or "holds" are accepted.

Dates: Class meets 8:00 am to 12:30 noon Tuesday & Friday. Students will receive a schedule for class/lab/clinical dates upon enrollment. There are 13 class/lab dates & 3 clinical dates. **Attendance to all course dates is mandatory.**

Class Dates: 1/29/19 => 3/18/19; 6/4/19 => 7/19/19

Clinicals: Students will be assigned to three clinical shifts, 6:00 am-2:30 pm.

Location: Class meets at Manhattan Area Technical College, Room 302-A.
Computer & internet access is required to access **CANVAS** (MATC's Learning Management System)

Clinical sessions are held at:

Via Christi Village, 2800 Willow Grove Road, Manhattan, or
Meadowlark Hills, 2121 Meadowlark Rd, Manhattan,

Textbook: Administering Medications, Pharmacology for Health Careers (8th edition), by Gauwitz, ISBN 13-979-0073513751.

Supplemental Text: Nursing2019 Drug Handbook, (39th Edition) by Lippincott, ISBN-13: 978-1496384072.

Purchase text online through eCampus located on MATC Online main web page. <https://manhattantech.ecampus.com/>

Additional Information:

Class and clinical hours are state-mandated; Students must attend all sessions and successfully complete all requirements to be eligible for the state exam.

The state exam for certification will be scheduled after the CMA course is successfully completed.

A \$20.00 testing fee is due upon registration for the test.

Refund Policy: Students will receive a full refund if written notification is received at the MATC front desk no later than 5:00 pm on the Friday prior to class start date. **NO refunds will be given after the course start date.**

***Sponsor/Third party Payment:** Payment, a purchase order, or a signed authorization to bill a company or agency as a third party must accompany the student's registration. Companies and agencies requesting to be billed as third party agree to pay all items authorized regardless of the performance of the student.