

NURSING ASSISTANT REFRESHER COURSE INFORMATION

Beginning in June 2002, the West Virginia Nursing Assistant Training and Competency Evaluation Program began offering an alternative way to re-register as a nursing assistant in West Virginia. If, as a registered nursing assistant in West Virginia, you were denied registry status due to the lack of/or inability to fulfill the Federal requirement of working for monetary compensation for eight (8) hours every twenty-four months since placement on the registry or if you failed to re-register within the past five (5) years, you may be eligible to participate in this alternative re-registration.

In order to be eligible, you must answer **NO** to all of the following questions:

1. Are you on the West Virginia Nursing Assistant Abuse Registry?
2. Do you currently have an abuse allegation pending with the West Virginia Nursing Assistant Program?
3. Are you listed on an abuse registry in another state?
4. Have you been convicted of a crime against a child the elderly or an incapacitated adult?
5. Has your registration been lapsed **OVER** five years?

If you have answered **no** to all of these questions, and are interested in being placed on the West Virginia Nursing Assistant Registry, please read the following procedures for the Nurse Aide Refresher Course and state approved Nursing Assistant Competency Evaluation that follows.

PROCEDURE FOR THE NURSING ASSISTANT REFRESHER COURSE AND STATE APPROVED COMPETENCY EVALUATION

The nursing assistant refresher course is designed to prepare eligible nursing assistants to take the State Approved Competency Exam instead of taking a complete education program. The refresher course is a review of the curriculum covered in an approved nursing assistant training program and includes the opportunity to practice and review the skills required of a long-term care nursing assistant. The course is a minimum of eight (8) hours, but may be longer. The refresher course is being offered by long-term care facilities, vocational schools and in-service providers throughout the state and the length and cost of the course varies. A list of the providers follows. After you have completed the refresher course you will be eligible to take the state approved written and skills test to place your name back on the West Virginia Nursing Assistant Registry.

DO NOT CONTACT THE NURSING ASSISTANT REGISTRY TO REGISTER FOR THE REFRESHER COURSE OR TO RETEST. YOU MUST CONTACT ONE OF THE PROVIDERS ON THE LIST.

The refresher course provider you contact will follow an approved curriculum to assist you in preparation for the state test. The refresher course is a review. The skills checklist used in approved nurse aide training programs will be given to you to allow you to review the skills list and practice any of the listed skills you feel may be your weak area(s). The refresher course should allow time to practice in a skills lab setting. **You may not practice skills using residents.**

Before the candidate can begin the refresher course, the candidate must:

- Present a photo identification card or driver's license to the facility administering the course. You must also give the name under which you were previously registered.
- Be verified as eligible for the refresher course through the on-line system at the web site: www.wvdhhr.org/ohflac

After the course is completed, the candidate will be able to take the state approved test. **The Nursing Assistant Refresher Course provider** will fax or mail the

Application for West Virginia Nursing Assistant Evaluation and the Completion of Refresher Course to indicate you are ready to take the state approved test to:

Professional Healthcare Development, LLC
P.O. Box 399
Ona, WV 25545
(304) 733-6145
Fax: (304) 733-6146
E-mail: info@profhd.com

PHD will also verify each submitted candidate's eligibility prior to issuing an admission ticket for testing. You will not be allowed to work until you have passed the state approved skills and written test and those scores have been turned in to the West Virginia Nursing Assistant Registry (typically about two weeks after you take the state approved test). You will not be classified as test eligible on the nurse aide registry. Your status will remain inactive until you have passed both portions of the state approved test. If your name has changed since you were originally placed on the Registry, it will not be changed in the system until you have submitted the legal documentation explaining the change. Do not mail the application to test to the Nursing Assistant Registry office; it should be mailed directly to PHD, along with the proper fee. PHD accepts money orders, certified checks, and facility checks only.

Other restrictions:

- You must apply to take the state approved test within sixty (60) days of completion of the nurse aide refresher course.
- You will have three (3) opportunities to pass the state approved test within six months. If you fail any portion or both portions of the test in three attempts, you will be required to complete an approved Nurse Aide Training Program.
- You must make sure that the facility is aware of any name under which you were previously registered—it must also be submitted to PHD.

This is a voluntary program. The refresher course provider has the option of charging a fee for this program. The facility or training program **will not** be required to pay for testing fees. All fees are the total responsibility of the eligible nurse aides.

NURSING ASSISTANT REFRESHER COURSE PROVIDERS**

Provider	City	Phone
Ansted Center	Ansted	658-5271
Berkeley Springs Rehab & Nsg	Berkeley Spgs	258-3673
Boone Career Center	Danville	369-4585
Broadus Hospital	Phillipi	457-1760
Cameron Nsg & Rehab	Cameron	686-3318
Canterbury Center	Shepardstown	876-9422
Care Haven of Pleasants	Belmont	665-2065
Cedar Ridge Center	Sissonville	984-0046
Clarksburg Nsg & Rehab	Clarksburg	624-6500
Cortland Acres	Thomas	463-4181
Elkins Regional Convalescent Ctr	Elkins	636-1391
Garnet Career Center	Charleston	348-6195
Grant County Nursing Home	Petersburg	257-4233
Greenbrier East High School	Lewisburg	647-6464
Greenbrier Manor	Lewisburg	645-3076
Hampshire Center	Romney	822-7527
Health Consultants Plus	Clarksburg	782-3765
Heartland of Clarksburg	Clarksburg	624-6401
Heartland of Keyser	Keyser	788-3415
Heartland of Preston County	Kingwood	329-3195
Heartland of Rainelle	Rainelle	438-6127
Hidden Valley Health Care	Oak Hill	465-1903
Hinton Work Force	Hinton	466-6297
Hopemont Hospital	Terra Alta	789-2411
James Rumsey Technical Institute	Martinsburg	754-7925
John D. Rockefeller Career Center	New Cumberland	387-9637
McDowell Career and Technical Center	Welch	436-6180
McDowell Nsg & Rehab	Gary	448-2121
Meadowview Manor	Bridgeport	842-7101
Med Care Training Center	Cora	239-3225
Mercer County Technical Center	Princeton	425-9551
Mercer Nsg & Rehab	Bluefield	325-5448
Miletree Center	Spencer	927-1007
Mineral County Technical Center	Keyser	788-4240
Montgomery General Elderly Care	Montgomery	442-2469
New Martinsville Health Care	New Martinsville	455-2800
Nicholas County Health Care Center	Richwood	846-2668
OIC Training Center	Fairmont	366-8142
Ohio Valley Health Care	Parkersburg	485-5137
Pendleton Nursing Home	Franklin	358-2322
Pine View Nsg & Rehab	Harrisville	643-2712
Pocahontas Center	Marlinton	799-7375
Putnam Care & Rehab Center	Hurricane	757-6805
Raleigh Center	Daniels	763-3051
Roane Jackson Technical Center	Leroy	372-7335
Sistersville Center	Sistersville	652-1032

Springfield Center	Lindside	753-4332
Summers Nsg & Rehab	Hinton	466-0332
Summersville Memorial Hospital	Summersville	872-2891
Sunbridge Care & Rehab for Parkersburg	Parkersburg	485-5511
Sunbridge for Putnam	Hurricane	744-4761
Sunbridge for Salem	Salem	782-3000
Teays Valley Center	Hurricane	757-7826
Universal Resources	Richwood	651-8333
Valley Center	South Charleston	768-4400
Valley Haven Geriatric Center	Wellsburg	394-5322
Valley View Nursing Home	Berkeley Springs	258-3673
Wayne Nsg & Rehab	Wayne	637-7007
Webster Nsg & Rehab	Cowen	226-5301
Weirton Geriatric Center	Weirton	723-4300
Willows Center	Parkersburg	428-5573
Wishing Well Training Center	Fairmont	363-2273
Wyoming County Career Center	Pineville	732-8050

****This list may change without notice. Because a facility's name appears on this list, it IN NO WAY GUARANTEES that the facility will hold a refresher course. A fee for the course may apply depending on the facility.**

Revised: 1/07; 12/07; 9/09; 4/10