

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 Nursing Assistant 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 any name(s) 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
Arbors at Fairmont	Fairmont	363-5633
Barbour Co Vocational Center	Philippi	457-4807
Berkeley Springs Rehab & Nsg	Berkeley Springs	258-3679
Boone Career Center	Danville	369-4585
Braxton Co High School	Sutton	765-7331
Bridgemont Comm & Tech Coll	Montgomery	414-4402
Brier Rehabilitation & Nsg Center	Ronceverte	645-7270
Brooke High School	Wellsburg	527-1410
Calhoun-Gilmer Career Center	Grantsville	354-6151
Cameron Nsg & Rehab	Cameron	686-3318
Capital Resource Agency	So. Charleston	720-5413
Care Haven Center	Martinsburg	263-0933
C.A.S.E. Job Training	Bluefield	324-8397
Cedar Ridge Center	Sissonville	984-0046
Cortland Acres	Thomas	463-4181
Eastern WV Comm & Tech College	Moorefield	434-8000
Elkins Regional Convalescent Ctr	Elkins	636-1391
Fayette Institute of Technology	Oak Hill	469-2911
Fayette Nursing & Rehab	Fayetteville	574-0770
Fred Eberle Tech Center	Buckhannon	472-1259
Garnet Career Center	Charleston	348-6195
Golden Living of Glasgow	Glasgow	595-1155
Good Shepherd Nursing Home	Wheeling	242-1093
Grafton City Hospital	Grafton	265-0400
Greenbrier East High School	Lewisburg	647-6464
Greenbrier West High School	Charmco	438-6191
Greenbrier Manor	Lewisburg	645-3076
Hampshire Co Career Center	Romney	822-3979
Health Consultants Plus	Clarksburg	782-3765
Heritage Center	Huntington	525-7622
Heartland of Beckley	Beckley	256-1650
Heartland of Clarksburg	Clarksburg	624-6401
Heartland of Preston County	Kingwood	329-3195
Heartland of Rainelle	Rainelle	438-6127
Holbrook Nursing Home	Buckhannon	472-3280
Huntington Health & Rehab	Huntington	529-6031
Jackie Withrow Hospital	Beckley	256-6600
James Rumsey Technical Institute	Martinsburg	754-7925
John D. Rockefeller Career Center	New Cumberland	564-3337
Kanawha Valley CTC	Institute	766-5112
Lakin Hospital	Lakin	675-0860
McDowell Career and Technical Center	Welch	436-6180
McDowell Nsg & Rehab	Gary	448-2121
Madison Center	Morgantown	285-0692
Marion Co Technical Center	Farmington	986-3590
Marmet Center	Marmet	949-1580
Mason Co Vocational Center	Pt. Pleasant	675-3039

Matam Educational Foundation	Berkeley	258-3673
Med Care Training Center	Cora	239-3869
Mercer County Technical Center	Princeton	425-9551
Mercer Nsg & Rehab	Bluefield	325-5448
Mid-Ohio Valley Tech Institute	St. Mary's	684-2464
Miletree Center	Spencer	927-1007
Mineral County Technical Center	Keyser	788-4240
Minnie Hamilton Health Care	Grantsville	354-9244
Mingo Career & Tech Center	Delbarton	475-3347
Monongalia Co Tech Center	Morgantown	291-9240
Monroe Co Vo-Tech Center	Lindside	753-9971
Montgomery General Elderly Care	Montgomery	442-2469
Mound View Health Care	Moundsville	843-1035
Nella's Nursing Home	Elkins	636-2033
New Martinsville Health Care	New Martinsville	455-2600
New River Comm & Tech College	Lewisburg	647-6560
Nicholas Co Tech Center	Craigsville	742-5416
Nicholas County Nsg & Rehab Center	Richwood	846-2668
North Central OIC Training Center	Fairmont	366-8142
Ohio Co Adult Continuing Education	Wheeling	243-0420
Paramedical Consultants, LLC	Follansbee	527-5400
Peterson Rehab & Geriatric Center	Wheeling	234-0556
Pine View Nsg & Rehab	Harrisville	643-2712
Pierpont/Tygart Center	Fairmont	363-2273
Preston High School	Kingwood	329-0400
Princeton Health Care Center	Princeton	487-3458
Pocahontas Center	Marlinton	799-7375
Putnam Care & Rehab Center	Hurricane	757-6805
Raleigh Center	Daniels	763-3051
Randolph Co Tech Center	Elkins	636-9195
Ravenswood Center	Ravenswood	428-5573
Roane Jackson Technical Center	Leroy	372-7335
Rosewood Center	Grafton	265-0095
Salem Nursing & Rehab	saalem	782-3000
Shenandoah Center	Charles Town	724-1101
Sistersville Center	Sistersville	652-1032
South Branch Career Center	Petersburg	257-1331
Spring Valley High School	Huntington	429-1699
Summers Co High School	Hinton	466-6040
Summers Nsg & Rehab	Hinton	466-0332
Summersville Memorial Hospital	Summersville	872-8505
Sundale Nursing Home	Morgantown	599-0497
Taylor Co Tech Center	Grafton	265-1050
Teays Valley Center	Hurricane	757-7826
Triad Tech, Inc.	Huntington	529-7020
Trinity Health Care	Logan	752-8723
United Technical Center	Clarksburg	624-3280
Valley Haven Geriatric Center	Wellsburg	394-5322
Wayne Co High School	Wayne	272-5639
Wayne Nsg & Rehab	Wayne	637-7007
Webster Co High School	Upper Glade	226-5772

Weirton Geriatric Center	Weirton	723-4300
Weirton Medical Center	Weirton	797-6000
WV Northern Comm College	Wheeling	233-5900
WV Northern Comm College	New Martinsville	455-4684
WVU Parkersburg	Parkersburg	424-8395
Wheeling Park High School	Wheeling	243-0400
Wood Co Tech Ctr	Parkersburg	420-9500
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; 1/11