



Center for Business and Workforce Education

Trained Medication Aide (TMA) Training (Non-Credit)

DATES: Mondays and Wednesdays, September 21 – November 18, 2020

TIME: 1:00 pm – 4:00 pm

COST: **\$575.00 per person** (includes textbook and materials)*

*Non-credit classes are not eligible for financial aid.

CONTACT HOURS: 48 Clock Hours

LOCATION: BLENDED/HYBRID CLASS

RCTC Heintz Center - Room H1317 and RCTC D2L/Brightspace (Online Platform)

Students must have a computer with web access, a camera, microphone, and speakers. Classes will be in person when possible but may be on ZOOM as necessary to maintain a safe environment and social distancing. Course material/assignments and tests will be on RCTC D2L/Brightspace which students are expected to use.

DESCRIPTION:

This course, designed to meet the training requirements identified in MN Rule 4658.1360 Administration of Medications by Unlicensed Personnel, provides nursing assistants the opportunity to gain the knowledge and skills necessary to administer medications in a skilled nursing facility in Minnesota. It includes:

- legal requirements concerning drugs and drug administration
- general information about medications and terminology related to medication administration
- actions, usual dose, toxic symptoms and special considerations for a variety of drugs
- proper administration techniques for medications in oral, suppository, topical, inhalant and drop form
- graded written examinations and skills demonstrations

6 months experience as CNA prior to class is beneficial.

To successfully complete the course, participants must complete **ALL** of the following:

- attend all class sessions (Live or Online)
- successfully complete assignments
- achieve a passing score on written tests
- achieve a passing score on skills test.

INSTRUCTOR: Eunice Mahlum RN, BSN, CMSRN

PLEASE NOTE: You must send a copy of **your approved MN Nursing Assistant training program certificate** or college transcript showing the MN Approved class with your registration.

DO NOT SEND: MN Nursing Assistant Registry certificate – this is not proof of class completion.

**Trained Medication Aide Training,
September 21 – November 18, 2020
Registration Information**

To Register Online with a Credit Card (Use Link Below):

https://mnsu.rschoolday.com/public/costoption/class_id/169152/public/1/sp/

**To Register One or More Staff Members
Send in form below with Payment/Billing Information Via Fax or E-Mail
(Duplicate form as needed for multiple staff members)**

**Fax: 507-280-3168
Attn.: Mary Bisbee**

E-mail: workforceeducation@rctc.edu

REGISTRATION FORM

Name:					
	Last		First		M.I.
Social Security Number:			<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth:	
Home Address:			Apt/Unit #:	PO Box #:	
City, State, Zip:			Primary Phone:		
E-mail Address:				Home	Work
			Alternate Phone:	Cell	
				Home	Work
				Cell	
Payment/Billing Information Required At Time Of Registration PLEASE NOTE: this non-credit class does not qualify for financial aid					
Student Signature:			Date:		
Payment Information:					
<input type="checkbox"/>	Check #:	By providing a check payment, you authorize RCTC to use the information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check transaction. We will use your check to make an electronic fund transfer, funds may be withdrawn from your account the same day we receive payment, and you will not receive your check back from your financial institution.			
Verification from Employer: Send a letter, email (workforceeducation@rctc.edu), or fax (507-280-3168) to authorize invoicing for the class					
<input type="checkbox"/>	Company Billing	Attn:		PO/Voucher #:	
Company Name:			Work Phone:		
Company Address:			City, State, Zip:		
Registrations can also be faxed to 507-280-3168 For Questions on Registration or Cancellation Policy call 507-280-3157					