

LAKE LAND COLLEGE

Dear Future Laker,

Thank you for the interest in the Basic Nursing Assistant (BNA) Program. My name is Beulah Uphoff and I am the Coordinator/Instructor for the program. I am excited to share some information that can offer guidance.

Upon successful completion of the BNA Program, the student is eligible to take the state certification exam to become a Certified Nurse Assistant (CNA). We are regulated and approved by the Illinois Department of Public Health (IDPH). The BNA Program is one semester and is offered in the fall, spring and summer. Fall and spring semesters are sixteen weeks; whereas summer semester is eight weeks. Please note that the summer semester is accelerated (sixteen weeks of material covered in eight weeks) and fast-paced. If you have not taken a college course or it has been some time since the last course, summer semester may not be the best option.

The fall semester begins in August and ends December (registration begins in April). The spring semester begins January and ends in May (registration begins in November). The summer semester begins June and ends August (registration begins April). Classes are located Mattoon, Effingham and Pana. During the fall and spring semesters, evening classes are offered in Mattoon.

The BNA Program is comprised of theory, lab and clinical components. The student must have at least 80 theory/lab hours, and maintain at least an 80 percent to pass. The clinical aspect (minimum 40 hours) is held in a long-term care setting. Due to IDPH mandates, attendance is a must.

The cost of the class is approximately \$1,200-\$1,400. Students will have to purchase Lake Land College color red scrubs and all white or all black shoes. The shoes cannot have holes and need to repel liquids (no canvas-type). Per IDPH, a finger-print based background check will be performed on all students PRIOR to the first day of class. A two-step TB skin test or QuantiFERON blood draw will need completed prior to clinical entry. And, there is the cost of the state exam, which is currently \$85 dollars.

Important: Additional key information will be discussed on an informational/ orientation day. There are ***time sensitive*** documents that need provided to me **PRIOR to the first class day**. The Illinois Department of Public Health mandates that a finger print-based background check is performed **BEFORE** class starts. **A student cannot participate in the program unless these steps have been completed within the appropriate time frame.** The registration for the Basic Nursing Assistant Program will end approximately seven to ten days sooner than other non- special admission programs in order to be compliant with IDPH rules .

Eastern Region Center
224 South Sixth St.
Marshall, Illinois 62441
217-826-8490

Kluthe Center for Higher
Education and Technology
1204 Network Centre Dr.
Effingham, Illinois 62401
217-540-3555

Lake Land College
5001 Lake Land Blvd.
Mattoon, Illinois 61938
217-234-5253
lakelandcollege.edu

Western Region Center
600 East First St.
Pana, Illinois 62557
217-562-5000

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Another requirement is that I need to see your actual social security card. If unable to locate social security card, please order through Social Security Administration and provide proof of the order confirmation. The Social Security Office in Effingham can help as well.

When registered for the class, it is essential that you contact me for details of the background check, meeting date, etc... My office number is 217-234-5568 and email is buphoff12042@lakelandcollege.edu. OR, contact Hilary Donley at 217-234-5447 email is hcox@lakelandcollege.edu.

The first step in registering for class is to file an intent to enroll to Lake Land College. This is an admissions process and can be done in person at the college or online under the admission tab of our main web page, www.lakelandcollege.edu. If questions, please contact the admissions department at 217-234-5434. After the intent has been processed a student ID will be assigned. The student ID number is required to register for class. The course number for the BNA Program is AHE 040, which is followed by five other digits which signifies the location of the class (Mattoon, Effingham. Etc..).

Please let me know if questions and hope to hear from you soon to explain the details the requirements for the BNA Program.

Sincerely,

Beulah Uphoff RN, BS, MA

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