

## Criteria for Selection

### The student:

- ✓ Displays a genuine interest in the health care field
- ✓ Is at least 16 years old prior to the start of Nursing Assistant training
- ✓ Submits a completed application by **March 1**. Applications can be found online at: <http://www.pwssd.k12.wi.us> under Departments/Programs — WF2020
- ✓ Is available for Summer CNA training
- ✓ Maintains a minimum 95% high school attendance and at least a 2.0 grade point average
- ✓ Is on track for graduation
- ✓ Attends an interview training seminar
- ✓ Completes a job shadow
- ✓ Completes the application process pass a physical exam and take a two-step TB skin test
- ✓ Completes the pre-placement health process as required by each facility (may include proof of immunizations and drug testing)
- ✓ Follows the policies and procedures of institutions
- ✓ Needs reliable transportation to apprenticeship courses and work site. Ozaukee Shared-Ride Taxi (**262-238-8294** or **262-284-2894**) and TransPort Taxi (**262-284-0090**) available for temporary transportation needs.

## Time Line


- January** → Information presented to parents and students
- March** → Applications due **March 1**  
→ Committee review of applications
- April** → Students shadow in the health care industry  
→ Students attend interview training seminar  
→ Applicant interviews
- May** → Employers make final selection for employment and notify students
- June** → Students complete physical and TB skin test
- July** → Nursing Assistant training (approx. 7 weeks at MATC-North Campus)
- August** → Upon passing CNA exam, students begin working at their assigned workplaces.
- Sept.**

### How to apply . . .

If you have questions regarding your eligibility or to obtain information, contact your guidance counselor. To obtain an application, contact the Workforce 2020 Coordinator at 262-268-6074 or [John.Higgins@pwssd.k12.wi.us](mailto:John.Higgins@pwssd.k12.wi.us), or go online to <http://www.pwssd.k12.wi.us> under Departments/Programs - WF2020

*Workforce 2020 does not discriminate against qualified individuals on the basis of race, color, national origin, ancestry, religion, creed, sex, disability or other protected class status.*

# One-Year Nursing Assistant Youth Apprenticeship



A Partnership of  
Business, Education, Community and Government

## Workforce 2020

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## CONSORTIUM OF SCHOOLS

Cedarburg High School  
Grafton High School  
Ozaukee High School  
Port Washington High School  
Random Lake High School

## What is Youth Apprenticeship?

The One-Year Nursing Assistant Youth Apprenticeship offers seniors or juniors a one-year guided work and related learning experience within the health industry.

It provides students with opportunities to work in the health field while learning more about health occupations that may interest them.

Students work an average of 10-15 hours per week at the worksite while taking related coursework taught by health professionals. Students who achieve the workplace competencies and complete 450 hours of work are awarded a **Certificate of Occupational Proficiency**.

## What Does Youth Apprenticeship Offer Students?

- 👍 Career-related training in the classroom and on the job
- 👍 Certification as a Nursing Assistant (CNA)
- 👍 High school credit for both the classroom and on-the-job instruction
- 👍 Opportunity for summer and post-secondary employment
- 👍 Minimum 10 hours paid work experience per week
- 👍 Valuable experience for those preparing for careers as RNs, LPNs, Medical Assistants, Physical Therapists, Occupational Therapists and other medical professions
- 👍 A State of Wisconsin **Certificate of Occupational Proficiency**

## Questions and Answers

**Q** *Where are the apprentice courses taught?*

**A** Courses are taught by health professionals either at a health facility or on-line. CNA training is taught by a certified instructor at one of the health care facilities. Training is held full days for two weeks in the summer. Upon successful completion of CNA training, students begin working at the health facilities. In fall, students complete a six-week **on-line** Medical Terminology class which is taught through MATC. During second semester students job shadow various health occupations and complete a job shadow journal.

**Q** *Will the student have summer employment?*

**A** Upon successful completion of CNA training, students begin working so that their skills are practiced and their orientation to the workplace is completed before school commences.

**Q** *Can youth apprentices participate in extra-curricular activities?*

**A** Yes, with certain limitations. Since youth apprenticeship demands additional time, commitment and flexibility, students must carefully compare the responsibilities of the apprenticeship (hours required for class and work) with the responsibilities of outside activities. Local high school coordinators are available to help students determine if their schedules are conducive to participating in youth apprenticeship.

## What will I learn in the One-Year Nursing Assistant Youth Apprenticeship?

- + Skills needed to become a registered Certified Nursing Assistant (CNA)
- + How to provide personal client/patient care
- + Confidentiality and privacy issues specific to healthcare
- + Communication skills
- + Standard precautions
- + Safety and security measures in a health care facility
- + Medical terminology and abbreviations
- + Policies and procedures of a health care facility
- + How to work with others and be a team member
- + Cardiopulmonary resuscitation and basics of first aid
- + Supplies and equipment used by health care providers
- + Health Career information via job shadow opportunities and journaling

*Your school requires a number of courses leading to a high school diploma. In addition, courses related to science, social studies, communication, and health may be required.*