

CAREER AND TECHNICAL EDUCATION CERTIFICATE

Licensure Requirement Details

NURSING ASSISTANTS #4127

Prepared by the Office Career and Technical Education

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INTRODUCTION

The following information is provided by the Department of Education to serve as a self-evaluation guide for individuals interested in applying for a career and technical education teaching certificate in the State of New Jersey using the alternate route program. The guide provides information about eligible degrees, employment experience, and self-employment experience that can be used to apply for a certificate. It also contains information regarding required state-issued licenses or credentials, when applicable. Note that this guide is not meant to be used to determine actual eligibility to apply, and it does not contain all of the requirements for an actual certificate application. For complete application information, visit the Office of Licensure and Credentials website at <http://www.nj.gov/education/educators/license/>. Individuals who do not hold the required credentials listed on this detail page should consult **Part F: Other Credentials**.

PART A: CAREER AND TECHNICAL EDUCATION CERTIFICATE AND PROGRAM

The holder of a **Nursing Assistants Career and Technical Education Certificate #4127** issued by the New Jersey Department of Education is eligible to teach in the following secondary career and technical education program offered by public school districts in the State of New Jersey:

- *Nursing Assistant/Aide & Patient Care Assistant, Program CIP Code #511614: A program that prepares individuals to perform routine nursing-related services to patients in hospitals or long-term care facilities, under the training and supervision of a registered nurse or licensed practical nurse.*

PART B: REQUIRED STATE-ISSUED OCCUPATIONAL LICENSE OR CREDENTIAL

Applicants for the **Nursing Assistants Career and Technical Education Certificate #4127** must hold a current New Jersey Department of Health and Senior Services-approved Instructor/Evaluator* certificate and meet the requirements as identified as per N.J.A.C. 8:39-

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43.10(m)(1-4). New Jersey Department of Health and Senior Services Regulations: Page 48, <http://www.state.nj.us/health/healthfacilities/documents/ltc/LTCRegs.pdf>

***NOTICE:** Individuals holding an equivalent license or certificate issued by a state, county, municipality or government agency other than the New Jersey Department of Health and Senior Services will not meet the licensure requirement. Applicants must obtain an Instructor/Evaluator certificate from the New Jersey Department of Health and Senior Services prior to applying to the New Jersey Department of Education for a career and technical education certificate.

PART C: APPLICATION FOR CERTIFICATE USING A DEGREE

Option 1: Bachelor's degree or higher

Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession of an eligible degree with an eligible grade point average (GPA)
- Successful completion of an examination in physiology, hygiene and substance abuse issues
- Successful completion of a 24-hour introduction to teaching course
- Possession of a current Instructor/Evaluator certificate

Requirements:

1. Applicants must submit the following:
 - a) An official, sealed copy of their transcript(s) for a bachelor's degree or higher in a Department-approved subject area for the certificate. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university. Approved subject areas include the following:
 - *Nursing*
 - b) The applicant's GPA must be 2.75 or higher. Applicants with a bachelor's degree or higher who graduate on or after September 1, 2004, with a GPA that is below 2.75 in a four-year degree program, but at least 2.50 when a GPA of 4.00 equals an A grade, are eligible to apply for the career and technical education certificate by submitting evidence of a minimum of two years (4,000 hours) of full-time employment or part-time employment as a licensed registered nurse. Employment experience must be documented as per the requirement of 1(a)-(c) in **PART D**, below.
2. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition. To obtain details regarding this examination, contact a county office of education: <http://www.state.nj.us/education/counties/>

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3. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management, lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, “New Requirement for Certificate of Eligibility,” on the following website: <http://www.nj.gov/education/educators/license/advisories/applicant.htm>
4. Applicants must submit a copy of a current New Jersey Department of Health and Senior Services-approved Instructor/Evaluator certificate as indicated in **PART B**, above.

Option 2: Associate’s degree

Currently, an associate’s degree is not an available option for this teaching certificate. Individuals must apply using the requirements of **PART C, Option I**, above.

PART D: APPLICATION FOR CERTIFICATE USING EMPLOYMENT EXPERIENCE

NOTICE: The employment option is only available to applicants holding an approved degree as described in **PART C, Option I**, above, but who do not meet the GPA requirement identified in **PART C**. Individuals with employment experience only are not eligible to apply for this teaching certificate.

Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession and documentation of eligible employment experience*
- Successful completion of an examination in physiology, hygiene and substance abuse
- Successful completion of a 24-hour introduction to teaching course
- Possession of eligible degree
- Possession of current Instructor/Evaluator certificate

***NOTICE:** The New Jersey Department of Education uses the federal Occupational Information Network (O*NET) as its standard for determining eligible employment experience. O*NET lists the following additional applicable job titles for the **Health Occupations Career and Technical Education Certificate #4127**: *Registered Nurse (RN), Staff Registered Nurse, Staff Nurse, Charge Nurse, Operating Room Registered Nurse, Oncology Registered Nurse, Relief Charge Nurse, Cardiac Care Unit Nurse, Certified Nurse Operating Room, and Coronary Care Unit Nurse.*

Requirements:

1. Submit evidence of at least two years (4,000 hours) of eligible employment in one or more of the job titles identified above, working under a Registered Nurse License for the state in which the employment took place.
 - a) The eligible employment experience must be within 10 years of the date of the application submitted to the New Jersey Department of Education. Employment experience that is older than 10 years will not be accepted.

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- b) The eligible employment experience must be documented by the applicant's employer(s) using the Department of Education's Statement of Employment Experience form. If the applicant's eligible employment experience was obtained from more than one employer during the period of time for which eligible hours will be calculated, then a separate Statement of Employment Experience form must be completed by each employer. Employment experience submitted in any other format will not be accepted. Applicants may download the Statement of Employment Experience form from the Department of Education's website at the following link: http://www.nj.gov/education/educators/license/forms/voc_employer_experience.pdf
- c) The employer(s) completing a Statement of Employment Experience form(s) will comment on the applicant's work performance and safety practices for the following general occupational competencies and tools as identified in the O*NET Job Description for this occupation, as follows:

TASKS:

- *Monitor, record and report symptoms and changes in patients' conditions.*
- *Maintain accurate, detailed reports and records.*
- *Record patients' medical information and vital signs.*
- *Order, interpret, and evaluate diagnostic tests to identify and assess patient's condition.*
- *Modify patient treatment plans as indicated by patients' responses and conditions.*
- *Direct and supervise less skilled nursing or health care personnel or supervise a particular unit.*
- *Consult and coordinate with health care team members to assess, plan, implement and evaluate patient care plans.*
- *Monitor all aspects of patient care, including diet and physical activity.*
- *Instruct individuals, families and other groups on topics such as health education, disease prevention and childbirth, and develop health improvement programs.*
- *Prepare patients for, and assist with, examinations and treatments.*
- *Knowledge of workplace safety/OSHA practices and procedures.*

TOOLS & TECHNOLOGY

- *Electronic blood pressure units: Electronic blood pressure monitors; Manual blood pressure monitors*
- *Floor grade forceps or hemostats: Curved hemostats; Hemostats; Straight hemostats*
- *Medical oxygen masks or parts: Non-rebreather masks; Partial masks; Ventimasks*
- *Peripheral intravenous catheters for general use: Peripheral angiocaths; Peripheral butterflys; Single, double, triple lumen catheters*
- *Suction kits: Nasal suctioning equipment; Oral suctioning equipment; Tracheal suction equipment*
- *Calendar and scheduling software: Per-Se Technologies ORSOS One-Call*

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- *Medical software: Eclipsys Sunrise Clinical Manager; Electronic medical record EMR software; QuadraMed Affinity Healthcare Information System; Siemens SIENET Sky*
- *Office suite software: Microsoft Office*
- *Spreadsheet software: Microsoft Excel*
- *Time accounting software: Kronos Workforce Timekeeper*

Applicants will attach the above list of tasks and tools to the Statement of Employment Experience form(s) prior to submitting the form(s) to an employer(s) for completion. Based upon the O*NET Information page 29-1111.00 - Registered Nurses. O*NET website: <http://online.onetcenter.org/link/summary/29-1111.00>

2. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college-level study in areas such as biology, health or nutrition. To obtain details regarding this test, contact a county office of education: <http://www.state.nj.us/education/counties/>
3. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management, lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, "New Requirement for Certificate of Eligibility," on the following website: <http://www.nj.gov/education/educators/license/advisories/applicant.htm>
4. Applicants must submit a an official, sealed copy of their transcript(s) for a bachelor's degree or higher in a Department-approved subject area for the certificate. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university. Approved subject areas include the following:
 - *Nursing*
5. Applicants must submit a copy of a current New Jersey Department of Health and Senior Services-approved Instructor/Evaluator certificate as described in **PART B**, above.

PART E: APPLICATION FOR CERTIFICATE USING SELF-EMPLOYMENT EXPERIENCE

Currently, self-employment experience is not an available option for this teaching certificate. Individuals must apply using the requirements found in **PART C, Option I**, above.

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PART F: OTHER CREDENTIALS

Currently, self-employment experience is not an available option for this teaching certificate. Individuals must apply using the requirements found in **PART C, Option I**, above.

PART G: MILITARY SERVICE/TROOPS TO TEACHERS

Individuals with military service may have obtained qualifying employment experience, education, and/or training during their military service via the New Jersey Troops to Teachers program. The Troops to Teachers program (TTT) assists eligible military personnel with the transition to a new career as public school teachers. The New Jersey TTT office will provide participants with counseling and assistance regarding certification requirements, routes to state teacher certification and employment leads. For information, contact the New Jersey Department of Education Troops to Teachers office at 800-680-0884 or e-mail tttnj@doe.state.nj.us. New Jersey Troops to Teachers Website: <http://www.nj.gov/njded/ttnj>

PART H: ARE YOU LOOKING FOR A TEACHING JOB IN NEW JERSEY?

Visit NJHire today, the New Jersey Department of Education's free education recruitment website. NJ HIRE Website: <http://www.njhire.com>