

CERTIFICATE OF COMPLETION RURAL HEALTH AIDE

The Rural Health Aide Certificate of Completion program is designed to prepare students for the unique workplace requirements of rural hospitals that often serve as health care centers, combining long term care with hospital care. These graduates will be cross-trained as basic nursing assistants (eligible for CNA certification as outlined by the Oregon State Board of Nursing) and as hospital unit clerks. They will be prepared to care for clients in a variety of medical settings as well as be prepared to transcribe physician's orders, assemble charts, and perform medical clerical/medical records tasks. Some of the certificate course work can apply to nursing program requirements.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of this program the student will be able to:

- Function as a professional in rural health care environments.
- Follow treatment plans prescribed by physicians, nurses, and other health professionals.
- Read, file, and transcribe basic medical charts.
- Communicate as needed to function as a professional in the medical field.
- Transcribe physician's orders.
- Understand the basic anatomy and functions of the human body.

- Assemble charts, and perform medical clerical/ medical records tasks.

GRADUATION REQUIREMENTS

Students must complete a minimum of 48 credit hours with a minimum Grade Point Average (GPA) of 2.0 (C) average or better. Fifteen (15) of the last 30 credits must be earned at Southwestern before the Certificate of Completion Rural Health Aide certificate is awarded.

Complete the graduation application process one term prior to the term of completion (i.e., spring term graduates must apply during winter term).

PREREQUISITES	CIS101 (2) Computers in Society	MTH20 (4) Basic Mathematics ¹	WR0525 (5) Sentence Fundamentals	Reading Score of ASSET39 COMPASS ⁶⁹	
FALL = 17 CREDITS	NUR546 (8) Basic Nursing Assistant ²	OA116 (3) Office Procedures	AH111 (3) Medical Terminology I	AH121 (3) Body Structures and Functions I ⁴	
WINTER = 15 CREDITS	CIS125W (3) Word Processing Applications	(3) Specific Elective ³	AH112 (3) Medical Terminology II	AH122 (3) Body Structures and Functions II ⁴	SP100 (3) Basic Speech Communication ³
SPRING = 16 CREDITS	MTH70 (4) Elementary Algebra (or higher)	HE280 (3) Field Experience	WR90 (3) Paragraph Fundamentals (or higher)	OA124(3) Keyboard Skillbuilding ⁵	(3) Specific Elective ³

48 CREDITS = TOTAL PROGRAM REQUIREMENTS

PROGRAM NOTES

¹MTH55 may be substituted

²Students who hold a current Oregon Nursing Assistant Certificate may substitute this course with specific electives. This course has a separate application process.

³SP218 or SP219 may be substituted for SP100.

⁴Students may substitute BI231/BI232/BI233 or AH121/122. Students who have completed one year of (advanced placement) high school chemistry with a lab within the past five years with a grade of 'C' or better or CHEM121/CHEM122 may substitute BI231/BI232/BI233

for AH121/122.

⁵Specific Electives: ANTH103, BI234, OA240, OA2597, OA5533, PHAR5472, PHAR5474, PSY201, PSY202, or PSY203.

⁶Prerequisite is OA121 Keyboarding with a 'C' or better or a typing speed of 30 wpm.