Basic Nurse Assistant Program

Student Handbook

Revised 07/2023

Accessible Version: BNA Handbook

Table of Contents

Nursing Assistant Program Philosophy

The nursing assistant is an integral part of the health care team and assists in the delivery of care to patients in the hospital, long-term care, ambulatory care, and home care settings. The nursing assistant recognizes and respects the inherent worth of every individual including personal feelings, rights, beliefs, and values. The nursing assistant will function with integrity, pride, and responsibility. The nursing assistant provides care, support, and assistance to the patient and family, to aid the patient to return to an optimum level of health and maximum independence.

Purpose

The purpose of this course is to prepare qualified nursing assistants to function as members of the health care team. Upon completion of this course, the nursing assistant will be eligible to take the Nurse Aide Competency Evaluation. Successful completion of the competency examination assures certification by IDPH.

Program Outcomes

Program outcomes:

- Describe the health care team and the role of the nurse assistant.
- Identify the scope of practice for the nurse assistant, including ethical and legal responsibilities to the patient/resident.
- Provide quality and safe nurse assistant care in performance of procedure skills for the patient/resident.
- Apply knowledge and skills when caring for a patient/resident with acute, chronic, or terminal health care needs.
- Demonstrate assisting with rehabilitation and restorative nursing care to the adult and older adult.

Course Description

The Basic Nurse Assistant course of Elgin Community College is designed to prepare qualified nurse assistants who provide patient care as members of a health care team in hospitals, extended care facilities, community agencies, and home health care agencies.

The Nurse Assistant course is a seven-credit hour course. It meets the requirements and guidelines set by the State of Illinois Department of Public Health for the Basic Nurse Aide Training Program. Successful completion of the Basic Nursing Assistant Training Program at Elgin Community College involves completing the mandatory hours of theory and clinical instruction as well as demonstrating manual skills competence. For certification, one must also pass the Illinois State Competency written examination.

Students are also eligible to attend ECC graduation and receive the Basic Vocational Specialist Certificate after successful completion of the course. This certificate does not, however, imply that one is a certified nurse assistant. It is a document, similar to a diploma, which states that one has successfully completed the nurse assistant program at Elgin Community College.

Class Policies

Class Experience

Students are expected to complete the reading, writing, and audio-visual/computer assignments and the learning activities assigned before attending class sessions. Students are responsible for all content and information presented in all class modules and are expected to come to class sessions prepared to participate in the class discussion.

Testing and Grading Policies

On completion of NUR 105, the student should be competent in each of the course outcomes as demonstrated by an overall score of 80% or higher.

95% of the final course grade will be based on assessment of students' learning through written test scores demonstrating mastery of course outcomes. Students must achieve a cumulative score of 80% or higher on test scores. If it becomes apparent that a student is unable to achieve the minimum 80%, the student will be advised accordingly. The instructor may advise a student to withdraw if minimum cumulative scores are not being met (when passing becomes impossible, to protect the student's grade point average). Withdrawal must occur according to the current college withdrawal policy.

When an individual unit exam score falls below an 80%, it is strongly recommended that the student meet with the instructor for a test review to assure adequate safety and knowledge readiness for the clinical component of the course and to ensure the exam content is mastered for future unit exams, the cumulative final course exam, and the state licensure exam.

The requirements for achieving mastery in the course and remaining in the course will be determined by the instructor. Criteria for this will be given to students in the course syllabus.

Additional learning activities may include, but are not limited to, reading text and related written work, audiovisual or computer instructional materials, group discussion, case study analysis, and laboratory and clinical experiences.

A comprehensive written exam will be given at the end of the course. Students must achieve an average score of 80% or higher on the Final Exam to successfully pass the course. Attendance on the day of the final exam is mandatory.

Students must achieve a minimum of an 80% as their overall computed final course grade, in addition to achieving 80% or higher on the final exam, to successfully pass the course and be eligible to sit for the Illinois State Competency Examination. An overall final course grade below an 80% will result in not passing the Basic Nurse Assistant (BNA) Training Program and not being eligible to sit for the Illinois State Competency Examination.

Grading Scale

- A: 92-100%
- B: 85-91%
- C: 80-84%
- D: 75-79%
- F: Below 75%

Spartan Success Early Alert System

The Health Professions Academic Advisor is available to all students to be successful in the BNA program. The Academic Advisor provides individual, supportive services in developing time management skills, note-taking, test-taking skills, and campus referrals, as well as coordinating personal, academic, financial, and career-related assistance.

A Spartan Success Early Alert will be initiated for students who score below an 80% on any unit exam. If a Spartan Success Early Alert referral is initiated by the instructor, the student is required to meet with the Health Professions Academic Advisor and complete recommendations, which may include scheduled appointments to improve student success. ICAPS students may also meet with their Student Support Specialist.

Clinical Competence

The clinical sites used for NUR 105 clinical experiences require that students demonstrate adequate safety and knowledge before beginning actual patient care in any clinical area. Students must demonstrate necessary safety and knowledge readiness to the NUR 105 classroom instructor before progressing into the clinical component of the course. Students unable to demonstrate readiness for the clinical experience may be withdrawn from NUR 105 before the beginning of the clinical experience, and/or at any time during the program, on the assessment and recommendation of either the theory or clinical instructor. Students who are removed from clinical will fail the course and not pass the program.

Upon completion of NUR 105, the student must be competent in each of the clinical objectives as demonstrated by achieving satisfactory ratings from the clinical evaluator/ instructor on each of the required performance skills. A failing grade will be assigned for the course if this requirement is not

met. **Attention: Students under the age of 18 must inform the instructor and follow age restriction guidelines in using a mechanical lift.**

Attendance Policy

Students are required to attend mandatory hours of class sessions, lab practice, and clinical, excluding breaks and lunch/dinner. Student attendance is expected at all sessions. **All students must attend the first day of the semester and the last day of the NUR 105 class. Failure to do so will result in automatic withdrawal from the program. The drug test must be completed as indicated by the Program Director or the student will be withdrawn from the BNA program. The fingerprint background check must be performed as directed by the Program Director or the student will be withdrawn from the BNA program. All clinical requirements must be met and approved on the third party vendor CastleBranch prior to deadline provided by program director or the student will be withdrawn from the class.**

Classroom and lab: Students must call or email the instructor if they will be absent or tardy to a class or on-campus lab session. Students are only allowed one (1) total absence from class/lab for the entire semester. Two (2) tardies equal one class/lab absence. Students with more than one (1) absence and/or more than two (2) tardies will be removed from the program and will earn a failing grade in NUR 105. Specific student responsibilities will be addressed on the course syllabus.

Clinical: There are NO absences allowed on clinical days. Students who are absent on a clinical day will be withdrawn from the program and issued a failing grade. NOTE: Being tardy or leaving clinical early will be considered an absence.

The first day of clinical is a MANDATORY orientation requirement. Students cannot change clinical sites after the first clinical day.

Incomplete Policy

Due to IDPH regulations, there is no incomplete grade available for this class.

Student Policies and Procedures

Note: Students are responsible for knowing these policies and procedures and also those in the current college catalog and the Health Professions Policies and Procedures Manual. All changes in policies or procedures will be documented and communicated to students.

Professional Dishonesty Policy

Professional dishonesty (which includes unethical behavior) in the clinical setting is also a serious offense within the college community. Ethical behavior is a standard of Elgin Community College's Health Professions Division. Examples of dishonest/unethical clinical behaviors include but are not limited to:

- falsifying documentation
- lying about performance
- failure to self-limit when incompetent to perform a task
- failure to follow procedures according to policy (taking unsafe shortcuts)
- failure to report patient care mistakes to the clinical instructor
- covering up for the unsafe behavior of another student
- practice as a nursing assistant student when impaired from drugs or alcohol (Note: students suspected of being impaired from drugs or alcohol will be tested according to the institutional policies of the affiliating clinical facility and Elgin Community College. The student will be responsible for the cost of this testing.)
- any violations of the Health Insurance Portability and Accountability Act (HIPAA)
  Some violations of confidentiality specific to the **student role** include but are not limited to:
  - collection of any written information (for personal/educational use) about a patient that identifies the patient by name
  - the unauthorized taking of any client records (or copies) from the patient care unit
  - discussion of clients or care issues outside of the clinical or educational setting and even in those settings, discussion for other than patient care or educational purposes
- any violations of the *Patient Care Partnership* (*American Hospital Association, 2003*).
- any violations of the *Code of Ethics for Nurses* (*American Nurses Association, 2015*).

Such violation(s) as indicated above may result in a delay in completing the BNA certificate requirements or in further disciplinary action against a student by Elgin Community College.

*Professional dishonesty will result in withdrawal from the program and students will be issued a failing grade.

Contract of Handheld Technology

Classroom

Smartphones/Watches, Handheld Computers/Tablets, or other Portable Electronic Devices – No electronics are allowed during any exams. Students may not be able to see/hear/feel these devices during exams. If faculty allow a calculator in an exam, the instructor will provide directions. Students with special accommodation requiring a special device must have documented departmental approval in the program director's office before the beginning of the second week of class.

Devices may not be used to record or photograph the instructor, students, or classroom without the permission of the instructor and students involved.

Clinical/Lab/Simulation

Smartphones, Tablets, Other Portable Electronic Devices – Students using these devices in clinical will always follow these guidelines unless prohibited by the clinical agency:

- Personal electronic devices may only be used in the clinical/lab/simulation setting with the permission of the instructor.
- The device will be in airplane mode at all times while being used in the clinical agency.
- The camera will not be accessed at any time while in the clinical agency or a client's home.
- No pictures or videos will be taken of any person, equipment, or location that is related to clinical, lab, or simulation without prior written consent of the supervisor of that location, the director of the program, and the faculty member.
- No texting, email, or communication of any type using these devices will ever be done in front of a client or clinical agency staff member. At other times, the student must have express permission of the clinical agency and their faculty member. Students agree that they will sanitize their devices with an antibacterial wipe in accordance with basic universal precaution standard (after all patient interactions and at any time one would sanitize their hands/stethoscope).

Use of portable electronic devices in clinical is regulated by the clinical agencies, local, state, and federal regulations and laws. Students are fully responsible to ensure that they adhere to all regulations at all times whether at school, at clinical, on break, or any other time. This includes proper management of confidential client information. All students are fully responsible for following all regulations of the HIPAA guidelines.

If there are any questions/concerns about whether or not certain data can be shared, stored, or transmitted, students agree to refrain until clarification can be made. It is important to err on the side of caution. Any electronic device used for the purposes of transmitting educational material that is related to clinical or client interactions must be secured with a password when not in use. This

includes computers, phones, PDAs, and any other such device. Any communication about a clinical or client-related concept or event must be de-identified before transmission per HIPAA guidelines.

(Adapted from document used with permission by Lewis & Clark Community College 8-2011)

Such violation(s) of the above may result in a delay in completing degree requirements or in further disciplinary action by Elgin Community College.

Student Grievance Policy

A student wishing to file a grievance regarding program policies and procedures must follow the ECC Grievance Policy found in the college catalog. The grievance must be submitted in writing, dated, and signed no later than 30 days after the occurrence of the contested event.

Students with Disabilities

ECC welcomes students with disabilities and is committed to supporting them as they attend college. If a student has a disability (visual, aural, speech, emotional/psychiatric, orthopedic, health, or learning), they may be entitled to some accommodations, service, or support. While the College will not compromise or waive essential skill requirements in any course or degree, students with disabilities may be supported with accommodations to help meet these requirements.

The laws in effect at the college level state that a person does not have to reveal a disability; but if support is needed, documentation of the disability must be provided. If none is provided, the college does not have to make any exceptions to standard procedures.

All students are expected to comply with the Student Code of Conduct and all other college procedures as stated in the current College Catalog.

Procedure for Requesting Accommodations:

1. Go to B115.01 and sign a release to have documentation sent to the college, bring in documentation, or register online.
2. Attend an appointment that will be arranged for you with the ADA coordinator or designee.
3. If you have questions, call 847-214-7417 (TTY-847-214-7392) or e-mail Pietrina Probst at pprobst@elgin.edu.

ECC Student Email

All nursing students must activate their ECC student email account. All changes in policy and procedures, major announcements, etc., will be communicated to you through this email address. If you are not in the habit of checking this account frequently, please have all email from this address forwarded to your personal email accounts.

Clinical Policies

Nursing Assistant Program Dress Code

Wearing the Elgin Community College Nursing Assistant Program monogram on your uniform distinguishes you as an important part of the health care team. Your image as you wear this uniform reflects the high standards of our school and should be worn with pride. The attention that you give to projecting a professional image communicates to the client the quality of care you will provide.

Uniform regulations must be observed in order to protect the physical and psychological well-being and safety of the persons in your care, your co-workers, and yourself. Therefore, adherence to these regulations is required and is a part of the clinical evaluation. If you do not follow the regulations you will be sent home.

1. The school uniform is to be worn to all clinical and on-campus lab practice sessions and must be laundered after each use.
2. A short sleeve, navy blue scrub top, navy blue pants, and a uniform jacket may be purchased at the ECC bookstore with the ECC logo and program embroidered on the scrub top and lab coat/uniform jacket. Since your sleeves could become soiled while in the clinical setting, you are only allowed to wear short sleeve plain white tops under your uniform.
3. A picture identification (ID) badge is part of the uniform and is to be worn with the uniform at all times. This officially identifies you as an ECC student and provides access to the clinical agency. You may obtain your ID card to wear for your badge at the ECC Student Life Office, B173. You are not to be in clinical agencies without your uniform and ECC ID badge worn in plain sight.
4. Shoes must be white, navy, or black, made of leather or plastic (without any openings), without any ornamentation/colors, and must be kept clean. Shoes must provide for the safety and comfort of the wearer with flat heels and with a back on the shoe.
5. Hair should be neat and clean and not hang around the face or fall forward when providing patient care. If hair is long, it must be pulled back. Extreme hairstyles (mohawks, etc.) or unnatural hair colors (green, pink, orange, etc.) are prohibited. Make-up in all forms, including eye make-up, should be discreet and underplayed. Nails should be well manicured and are not to extend beyond the end of the fingertips. If nail polish is worn, it must not be chipped and is to be clear in color. **Artificial nails are forbidden in all clinical areas**. Scented products, such as body lotions, perfume or after-shave products should not be used, as some patients cannot tolerate strong scents.
6. Male students may wear short, neatly trimmed beards and/or mustaches. Mustaches must not extend beyond the lip line.
7. Wearing of jewelry in the clinical area is not recommended. Dangling earrings, large rings, or excessive jewelry that could pose a hazard or harbor pathogens are not allowed. A plain wedding band and small stud-type earrings are allowed (no hoops or long earrings). Rings

with stones may be damaged or lost and are reservoirs for pathogens. In surgery and OB departments, no jewelry may be worn. The student is responsible for any jewelry worn to the clinical area.

8. Students must wear an analog or digital watch with seconds indicated on the face of the watch.

9. Piercing: only two small stud earrings in each ear are allowed, and may not include extreme earrings. Guages must be plugged with a neutral tone. Facial piercings are not permitted (including tongue, eyebrow, lip, nose, etc.). The use of a "band-aid" will not be acceptable over body jewelry.

10. Nursing faculty has the right to request that students cover up visible tattoos and remove piercings. Students with visible tattoos are responsible to ask their instructors about whether or not they will need to cover the tattoo in their clinical facility.

11. No gum chewing is allowed while in the clinical area. Eating and drinking are allowed only in designated areas.

12. Dress codes for all clinical agencies will be adhered to in addition to these guidelines.

Health Requirements

You **must upload a copy** of your updated information to Castle Branch **before the date provided by the Nursing Program Director.** Keep in mind that Castle Branch may take several days to review your documents. This is the link to a Castle Branch tutorial.

Failure to complete all clinical/health requirements listed below by the deadline will result in the student not being allowed to participate in clinical/lab experiences. Also, if these are not kept current, students will **not** be allowed in clinical/lab. Missed class and/or clinical related to incomplete health requirements will result in course failure. Students who have not completed requirements prior to the drop date for the semester may be dropped from the program.

- **TB test** – completed in the last year:
    - 2-step TB skin test (NOTE: a 1-step TB will be rejected)
    - Quantiferon-Gold TB blood test
    - Negative chest x-ray (recommended only if you have had a previous positive result on a TB test)
- **CPR** – current certification in American Heart Association BLS for Healthcare Providers
- **Tdap (Tetanus, Diphtheria & Pertussis vaccine)** – 1 dose of Tdap within the last 10 years.
- **Hepatitis B** – Strongly recommended, but still voluntary. If you choose not to have the series of injections or a titer drawn, you must sign the declination section of ECC's personal medical history form.
- **Measles, Mumps, Rubella (MMR), and Varicella** – You must have IgG titers for measles, mumps, rubella, and varicella (chicken pox). If you are not immune (negative) to measles, mumps, and rubella, you will need to get a two-dose MMR vaccine (4 weeks between the first and second doses). If you are not immune (negative) to varicella, you will need to get a

two-dose varicella vaccine (4-8 weeks between the first and second doses).

- **Health insurance** – This must have your name listed as covered under the insurance.
- **Flu Vaccine**– Yearly; **October 15th is the fall deadline for all BNA students.**
- **COVID-19 Vaccine:** Upload documentation of full vaccination series (manufacturer and dates(s))
- **Personal Medical History Form** – Must be filled out in its entirety and signed and stamped by your provider.
- Basic Nurse Assistant Student Handbook Signature Forms (4 total forms) - Upload signed/initialed and dated copies of all required forms.
- Health Professions Policy and Procedures Student Manual Signature Form (1 total form)- Upload signed/initialed and dated copy of all required forms.

Transportation to Affiliating Agencies

Students must provide their own transportation to and from all clinical sites and arrive a minimum of 15 minutes early.

Snow Day Policy

Check elgin.edu for current information about school closings.

If it is a clinical day, follow the policy that your instructor has given you regarding each agency. Clinical agencies are located over a wide area and weather conditions vary greatly. The school cannot assume risk associated with weather conditions, therefore, the decision about when and where to travel is a matter of individual judgment. A clinical absence due to weather will require a make-up activity/clinical as assigned by your instructor.

Emergency Alert System

Students, faculty, and staff are automatically signed up for ECC's new emergency alert system. You will receive text messages if there is a campus emergency.

No further action is required. When a situation arises that requires an emergency broadcast, the college will send a text message to the cell phone number you provided.

You can review and/or update your contact information in the alert system at emergency.elgin.edu. This way you can verify that the correct phone number(s) and emails(s) are entered in the system. To log in, use your ECC username (e.g., jdoe1234) and password.

***Making changes to your contact information in the emergency alert system does not change your contact information globally in ECC systems. You will need to contact the Registration office to update your contact information ***

Certification Procedures

State Competency Exam

Upon successful completion of this course, the student will be eligible to take the Nurse Aide Training Competency Written Evaluation. There is a fee for this test and payment must be made to ECC Student Accounts Office.

Students who qualify for written exam accommodations must contact the Program Chair prior to the end of the course in order to begin the process for accommodations on the written Illinois Nurse Aide Competency Exam.

NOTE: There are no refunds for failure on the final exam or failure of the course.

There is an Online Application Form through Nurse Aide Testing, which the instructor will assist you in filling out. This student is required to complete the online form and pay the associated fee to Southern Illinois University–Carbondale. A roster verifying your successful completion of the course will be uploaded to the Illinois Nurse Aide Testing website.

State of Illinois Regulations

As of January 1, 1996, the Health Care Worker Background Check Act requires a criminal history background check for new nurse aides prior to employment. This Act was amended July 1996 to require nurse aide programs to initiate a fingerprint-based Illinois State Police Health Care Workers Background Check before an individual enters a nurse aide program. Health care facilities cannot knowingly hire individuals who have been convicted of committing or attempting to commit a crime included in a list of 51 offenses. Disqualifying convictions can be found on Health Care Worker Registry or contact staff at 217-785-5133. If there has been a conviction of one of these offenses, the applicant/employee must have a waiver from the Department of Public Health, and IDPH "may grant a waiver based on mitigating circumstances..."'

Students must have a Social Security Number or an ITIN to be entered into the Health Care Worker Registry and to be registered to take the certification exam. A copy of the student social security card or ITIN card will be collected and the first 5 numbers will be redacted. The copy of the SSN or ITIN will be kept on file in the IDPH BNA Site Visit Binder in the Health Professions Office until the student has completed the course and been registered for the certification exam or until the student drops the course or fails the course. Students without a social security card or ITIN card will not be eligibe for this course. Successful completion of this course up to and including certification by the state does not guarantee employability.

Appendix A: ECC Health Professions Division Statement on Safety

Adopted/Revised 2-26-14

Health Professions students are expected to practice safe techniques, remain drug and alcohol-free, maintain a clean criminal background check, and demonstrate professional behavior at all times while on campus or in the clinical setting.

Program directors or faculty may immediately remove a student from an educational experience and recommend to the Dean of Health Professions a failing grade for a student for unsafe behavior, drug or alcohol use, background check violation, or the demonstration of unprofessional behavior (such as but not limited to: physical or verbal threats, inappropriate comments, physical abuse, offensive touching or use of force on a person without the person's consent, verbal abuse, intimidation, harassment, coercion and/or other conduct which threatens or endangers the health or safety of any person). The recommendation for removal may result in permanent dismissal from the Health Professions Division.

A student may choose to appeal a failing grade through the Grade Appeal Process as stated in the college catalog. A student may choose to appeal a permanent dismissal from the Health Professions Division through the Disciplinary Procedures as stated in the college catalog.

Appendix B: Clinical Agencies

NOTE: Miles = 1 way from ECC Main Campus

ASHP
Advocate Sherman Hospital
1425 N. Randall Road
Elgin, IL 60123
847-742-9800
(Miles = 5)

FRND
Friendship Village of Schaumburg
350 W. Schaumburg Rd.
Schaumburg, Il 60194
(Miles = 15)

GFLD
GreenFields of Geneva
0N801 Friendship Way
Geneva, Illinois 60134
(630) 232-9105
(Miles = 10)

PSHP
Ascension Illinois St. Joseph Hospital
77 North Airlite Street
Elgin, IL 60123
847-695-3200
(Miles = 3)

Appendix C:
Program Student Handbook Agreement - BNA Program

Elgin Community College's Basic Nurse Assistant Handbook provides information regarding the policies and procedures in effect for the Basic Nurse Assistant program. Students will be fully informed of any changes to this document.

Students must indicate agreement with each of the following statements by initialing on the lines below.

I have received a copy of the Basic Nurse Assistant Student Handbook.

I am aware that it is my responsibility to ask questions about the contents of the Basic Nurse Assistant Student Handbook and have those questions answered to my satisfaction.

I understand that failure to follow any of the policies in the Basic Nurse Assistant Student Handbook may result in my dismissal from the Basic Nurse Assistant program.

I agree to fully participate in the lab portion of the Basic Nurse Assistant program. I understand that this requires hands-on participation and that parts of my body will be exposed and touched.

I agree that while enrolled in the Basic Nurse Assistant program, I will treat my studies, campus labs, and clinical experiences as an employee would treat job responsibilities, recognizing that my instructor assumes the role of my supervisor. I will attempt to learn the technical skills required of a basic nurse assistant but also strive to develop professional behaviors and attitudes.

I fully understand the importance of maintaining confidentiality regarding personal or client issues (HIPAA) and understand that disclosure of such information outside of class/clinical/lab is cause for dismissal from the Basic Nurse Assistant program.

Note: Parent/guardian must also sign if student is under age 18.

_____   _____
Parent/Guardian (signature)   Date

_____   _____
Parent/Guardian Print Name   Date

_____   _____
Student (signature)   Date

_____   _____
Student (print name)   Date

Appendix D:

Statements and Releases - BNA Program

Confidentiality Statement

I give permission to release information regarding my professional qualities, academic achievement, and clinical performance to the Program Director of the Basic Nurse Assistant Program when responding to requests for employment consideration. This release does not include any information submitted by me or at my direction relating to medical records or reasonable accommodations under the Americans with Disabilities Act. This policy is revocable upon my written request to the Program Director of the Basic Nurse Assistant Program.

Note: Parent/guardian must also sign if student is under age 18.

_____   _____
Parent/Guardian (signature)   Date

_____
Parent/Guardian (print name)

_____   _____
Student (signature)   Date

_____
Student (print name)

Photography Release

I give permission to release photographs taken for the sole purpose of identification of my status as a student enrolled in ECC's Basic Nurse Assistant Program to the affiliated clinical facilities where I will be assigned.

Note: Parent/guardian must also sign if student is under age 18.

_____   _____
Parent/Guardian (signature)   Date

_____
Parent/Guardian (print name)

_____   _____
Student (signature)   Date

_____
Student (print name)

Permission to Survey Future Employer

I give permission to survey my future employer as part of the Basic Nurse Assistant program's assessment process. I understand that this information will be kept confidential and will be used solely for the purpose of evaluating the effectiveness of the program meeting its goals.
Note: Parent/guardian must also sign if student is under age 18.

_____   _____
Parent/Guardian (signature)   Date

_____
Parent/Guardian (print name)

_____   _____
Student (signature)   Date

_____
Student (print name)

BNA Form - 2023

Appendix E: ECC Health Professions Division Voluntary Assumption of Risk & Release of Liability

This is a release of legal rights. Read carefully prior to signing.

Elgin Community College is a non-profit educational institution. References to Elgin Community College include its officers, Board of Trustees, employees, and its designated agents.

As a student in Elgin Community College's Health Professions Division, I (print your name)

_____ freely choose to participate in the (print your program name)

_____ program in which I am enrolled. I agree as follows:

Risks: I understand that the clinical education environment for the program in which I am enrolled through Elgin Community College contains exposures to risks inherent in activities required for participation in the program. These risks include but are not limited to bodily injury, communicable and infectious diseases, epidemics, pandemics, and property damage.

Health and Safety: I have been advised to consult with a healthcare provider regarding my personal medical needs. I have obtained the required immunizations. I recognize that Elgin Community College is not obligated to attend to any of my medical or medication needs, and I assume all risks and responsibilities. In case of a medical emergency occurring during my participation in this program, I authorize the representative of Elgin Community College to secure whatever treatment is necessary. I agree to pay all expenses related to any treatment and release Elgin Community College from any liability for any actions.

Assumption of Risk and Release of Liability: Knowing the risks described above, and in voluntary consideration of being allowed to participate in the program, I hereby knowingly assume all risks inherent in this activity and connected activities. I agree to release, indemnify, and defend Elgin Community College and its officers, Board of Trustees, employees and its designated agents from all claims of any kind which I, the student, may have for any losses, damages, communicable and infectious diseases, epidemics, pandemics or injuries arising out of or in connection with my participation in this program.

Signature: I indicate that by my signature below, I have read the terms and conditions of participation in this program and agree to abide by them. I have carefully read this Voluntary Assumption of Risk and Release of Liability and acknowledge that I understand it. The laws of the State of Illinois shall govern this Voluntary Assumption of Risk and Release of Liability.

_____   _____
Parent/Guardian (signature)   Date

_____
Parent/Guardian (print name)

_____   _____
Student (signature)   Date

_____   _____
Witness Signature (For students over 18 years old)   Date

_____   _____
Witness Printed Name (For students over 18 years old)   Date