



Ozaukee Youth Apprenticeship/MATC Nursing Assistant Partnership

How does it work? MATC partners with Ozaukee Youth Apprenticeship (OYA) to offer a section of the Nursing Assistant class at the MATC Mequon campus in the summer. OYA will pay for the cost of MATC tuition and textbook for the Nursing Assistant class, totaling about \$570.

What is the Nursing Assistant Course? The Nursing Assistant course is a college course designed to prepare students to work as entry-level caregivers. It is a rigorous training program that includes 75 hours of classroom instruction and practice at MATC, followed by 24 hours of clinical experience where students work directly in a long-term care or healthcare facility.



- Students must have a 77% in the classroom portion in order to move into clinicals.
- Clinical hours may include some EVENING and WEEKEND hours.
- Upon successful completion of the course, students will be eligible to take the certification exam that will allow them to work as Certified Nursing Assistants. Students will also have earned MATC Nursing Assistant Technical Diploma.

Planned class dates for Summer 2023 OYA Nursing Assistant Section: Pending number of applicants, OYA and MATC plan to offer two sections of the class. Students will be able to indicate their preferred section. Class dates/times may change but class options will likely be:

Section 1: 8:00 am to 2:00 pm from 6/12 to 6/29 @ MATC Mequon campus **No class on 6/19*

- Clinical group 1a: 7:00 am to 1:00 pm from 6/30 to 7/7 @ Newcastle Place **No clinical 7/3 or 7/4**
- Clinical group 1b: 7:00 am to 1:00 pm from 7/10 to 7/13 @ Newcastle Place

Section 2: 8:00 am to 2:00 pm from 7/17 to 8/2 @ MATC Mequon campus

- Clinical group 2a: 7:00 am to 1:00 pm from 8/3 to 8/8 @ Newcastle Place
- Clinical group 2b: 7:00 am to 1:00 pm from 8/9 to 8/14 @ Newcastle Place

What are the requirements for the Nursing Assistant class?

- **Attendance is MANDATORY for each day of the class and clinical.** There are no exceptions to this rule; students and families should plan ahead accordingly for extracurricular activities, jobs and family commitments. Students cannot miss a day of class or clinical and pass the class.
- **Students must be at least 16 years of age to enroll in the Nursing Assistant class.**
- **Students will need to complete a drug test and submit health record information** in order to participate in the course and clinicals. Health documentation includes **proof of flu and COVID-19 vaccination**, as required by MATC's clinical locations. See health forms [here](https://www.matc.edu/course-catalog/healthcare/documents/nursing-assistant-health-pack.pdf).
<https://www.matc.edu/course-catalog/healthcare/documents/nursing-assistant-health-pack.pdf>



What costs do students need to prepare for? While OYA will cover your tuition and textbook costs, students are responsible for all other costs. Those costs include: the CastleBranch health record account (\$117), online HIPAA training (\$15), required scrubs (\$70) and the state certification exam (\$125). Students are also responsible for transportation to and from MATC and to their assigned location for clinicals. If parking on campus, a parking pass is \$25.

If you want to take the class through OYA/MATC during the summer, what should you do next? Complete your application to participate in Ozaukee Youth Apprenticeship by the February 1 deadline. Link to apply: [STUDENT | OzaukeeYA](#). Students accepted into OYA who want to take the MATC class will follow the steps outlined below. <https://www.ozaukeeya.com/students>

Checklist of steps for accepted OYA students planning to take the MATC summer class:

Step 1: Apply online to MATC for the Nursing Assistant program (30-543-1) DEADLINE: March 1, 2023

Go to matc.edu/apply. When creating your account, select 'Apply for a Program', then select Nursing Assistant-TD for Technical Diploma.

- After applying, ask your guidance counselor to email your HS transcript to apply@matc.edu.
- Within about an hour of applying, you will receive an email with your MATC ID#. You will need your ID for step 2.

Step 2: Attend orientation at MATC-Mequon in March and purchase CastleBranch. We will review expectations and class dates for the NA class at MATC and set up your CastleBranch health record account.

****Please bring your MATC ID# and a credit card to purchase your electronic health record in CastleBranch (\$117). You will also need to know your Social Security Number to set up your CastleBranch account*****

Step 3: Complete your drug test as outlined in your CastleBranch account. DEADLINE: April 14, 2023

The drug test MUST be completed at the specific location noted in CastleBranch.

Step 4. Once your drug test results have been posted, email Suzie (considis@matc.edu) in order to be registered for the Nursing Assistant class. You will be emailed your MATC login information, schedule and a reminder of your next steps.

Step 5: Attend enrollment day at the MATC-Mequon campus in May. Students will be able to pick up their ID, parking pass, confirm student accounts are accessible, and get help with CastleBranch.

Step 6: Finish all remaining CastleBranch health documentation, which includes COVID-19 vaccination and booster. All forms can be found [here](#) or on your CastleBranch account. Completed forms should be uploaded to CastleBranch to be reviewed by CastleBranch staff. Students will not be able to participate in the class unless they have finished all CastleBranch requirements.

DEADLINE: June 1, 2023

Questions? Please contact Suzie Considine, Dual Enrollment Specialist: considis@matc.edu

414-522-9525.