



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF HEALTH PROFESSIONS

Board of Nursing

7 Eagle Square Concord, N.H. 03301
Telephone 603-271-2323 · Fax 603-271-2856



**NURSING ASSISTANT EDUCATIONAL PROGRAM LNA
REQUEST FOR SURVEY**

Programs should complete and submit this form via email to board.questions@nh.gov or fax to: 271-6605 or mail to address listed above. Please do not send any additional forms or information unless specifically requested to do so.

Program Name: Manchester School of Technology's LNA Program	
Program Address: 530 South Porter Street, Manchester NH 03103	Date of Report: October 25, 2024
Coordinator Name: Kerri Dutton RN, MSN	Initial Coordinator Approval Date: August 2023
Coordinator Telephone: [REDACTED]	Coordinator Fax: N/A
Coordinator E-mail Address: [REDACTED]	Initial Program Approval date: May 10, 2011
All NA Education Programs must comply with the rules and regulations of the New Hampshire Higher Education Commission, the state entity responsible for Career School Review and licensing. (If you have questions about this process, please contact Dept. of Education at 271-6443.) Documentation of completion of the NH Higher Education Commission Pre-Application process (or a copy of the program's current NH Higher Education Commission License is on file at the program): Yes No	
NUR 704.06 Board Approved Instructor(s): Please list all board approved instructors:	
Instructor Name: Kerri Dutton RN, MSN	Date of initial board approval: August 2023
Instructor Name: Sharon Gelinias, LPN	Date of initial board approval: 2017 for MST
Instructor Name:	Date of initial board approval:
Instructor Name:	Date of initial board approval:
Instructor Name:	Date of initial board approval:



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NUR 704.07(e)

Qualified Resource Persons: The coordinator may appoint qualified persons to participate in the instructional experience (under the direct supervision of the coordinator or instructor). List the name(s) and expertise of all persons who have been appointed in this capacity (for example, in some programs/facilities, the Human Resources Department participates in the curriculum by instructing students about the Federal HIPPA regulations):

Name: Not Applicable	Area of Expertise:
Name:	Area of Expertise:

NUR 704.10 Program Facilities and Resources

Cooperating Agency/Agencies: Programs that do not have the appropriate educational facilities may contract with a cooperating agency/institution for classroom and/or clinical facilities. Please complete the following information for each cooperating agency:

Cooperating Agency/Clinical Facility Name: Arbors of Bedford Date of most recent contract review: December 2019 Evergreen contract Confirmation that contract is current: Yes No	Cooperating Agency/Clinical Facility Name: Date of most recent contract review: Confirmation that contract is current: Yes No
Cooperating Agency/Clinical Facility Name: Date of most recent contract review: Confirmation that contract is current: Yes No	Cooperating Agency/Clinical Facility Name: Date of most recent contract review: Confirmation that contract is current: Yes No

If the program is facility based and there are no cooperating agencies, check here:

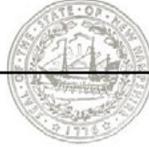
Education Programs are required to provide a minimum of 60 hours of clinical learning activities. Each program must either be based within a facility that provides sufficient care-recipients and material resources to meet this requirement or contract with a Cooperating Agency to provide for clinical learning activities.



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Please describe the clinical experiences available to students within the facility or Cooperating Agency:

The Arbors of Bedford offers the students an experience with geriatric patients who have physical limitations, dementia, emotional needs, assistance with ADLS, and a multitude of diagnoses. The students have the opportunity to become proficient in providing personal care and toileting at various levels of assistance. Students have the opportunity to demonstrate proficiency in ADLS such as showering, peri-care, skin care, dressing, undressing, denture care, oral care, hand/foot care, ROM, safe transfers and ambulation with devices. Students are able to assist with meals as the residents have a wide range of assistance required. The students value the facility and the many opportunities it provides to complete their skills checklists in a great environment. The Arbors staff does a wonderful job welcoming students, mentoring them to be excellent caregivers.

NUR 704.08 Admission Standards

Please describe how applicants are evaluated to determine the ability to read, comprehend, write and communicate in English relative to job-related assignments before being admitted to the program:

1. **Number of programs conducted since last board assessment:** One per year
2. **Number of candidates tested:** 2023- 6
3. **Number of candidates successfully completing the program:**
2023- 6 graduated

NUR 704.09 Curriculum

Please indicate "yes" or "no" in response to each question:

Any changes in curriculum and/or program objectives since the most recent review have been submitted to and approved by the board:

YES* NO N/A



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***If yes, please describe the changes:**

Prior to direct care with care-recipients, students receive 16 hours of instruction including: orientation to the role, holistic approach to care throughout the lifespan, communication skills, safety and emergency procedures including the Heimlich Maneuver and protection of care-recipients rights, dignity and confidentiality:

YES NO

Students must achieve a grade of 70% or higher on the course examination and a grade of "pass" on skills test:

YES NO

The student to board-approved instructor ratio does not exceed 8:1 in the clinical setting:

YES NO

The instructor has no other work responsibilities while instructing clinical and classroom learning experiences:

YES NO

Students are clearly identified as acting in the student role

YES NO

The program consists of a minimum of 100 hours of instruction and, of this time, 40 hours of theory and 60 hours of clinical instruction are provided:

YES NO

Please complete:



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Actual Number of Hours of Theoretical Instruction provided: 100	Actual Number of Hours of Clinical Instruction provided: 60
Please indicate the text(s) used (include book title, author name(s), publisher and copyright date):	
Textbook: Hartman's Nursing Assistant Care Long-Term Care, 4th edition. S Alvare Hedmanet al. Hartman Publishing, Inc. Copyright: 2018.	
Workbook: Hartman's Nursing Assistant Care Long-Term Care, 4th edition. S Alvare Hedmanet al. Hartman Publishing, Inc. Copyright: 2018.	

NUR 704.10 Program Facility and Resources: Classroom and Laboratory Facilities
Classroom and laboratory facilities must be adequate to meet the needs of the program, the number of students and the instructional staff. Please describe the physical facilities and educational materials available to students that provide for a clean, safe environment with comfortable temperatures, adequate lighting and audio-visual or simulated equipment necessary for care demonstrations in the:
Classroom: The classroom is equipped natural sunlight, comfortable desks, chairs, and lighting. We have audio-visual equipment, computers, tv, and multiple aysto make learning interactive. We focus on engaging our students for optimal learning outcomes.
Laboratory: The lab is equipped natural sunlight, comfortable desks, chairs, and lighting. We have audio-visual equipment, computers, tv, and multiple aysto make learning interactive. We focus on engaging our students for optimal learning outcomes. In addition e have mannekins, LNA equipment, sink, bathtub, toilet, and kitchen to promote hands on learning and demonstration of skills
Competency Testing Company Name: Excel Testing
Tester Name: Kerri Dutton RN, MSN

Records

Please indicate “yes” or “no” in response to each question:

Records include, at a minimum, student name, address, date of birth, telephone number, date of program completion, dates of initiation and termination of program, contracts, tests, grades and course documents.

YES NO

Security of student records is maintained

YES NO



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NUR 704.05 Coordinator Responsibilities

The Program Coordinator conducts and is responsible for program evaluation and maintenance of course documents including documentation of course completion and issuance of a certificate of completion to students.

YES NO

The Program Coordinator submits to the board names and contact information for persons successfully completing the nursing assistant program within 30 days of program completion.

YES NO

Nur 704.09 Curriculum Evaluation

Please describe how the program coordinator evaluates the following:

Instructional Methods:

At MST we utilize lecture based learning, hand-on training, clinical experience, group discussions, collaborative learning, case studeies and role playing, multimedia resources, assessments, quizzes, guest speakers, and workshops.

Student Progress:

At MST we assess student progress through formative and summative assessments, skills checklist competencies, feedback mechanisms, self assessment, reflections, and tracking progress over time. Their are students with specific learning plans and we also involve collaboration with parents and guardians. We collaborate as a program with our students on their own progress, assessment results, overall development, readiness for certification, and future career success.

Effectiveness of Instructors:

Sharon is a remarkable instructor and dedicated to her students engagement, her own professional development, and her teaching effectiveness. Sharon has the capability to adapt her teaching styles to meet the diverse learning needs of students, ensuring everyone is successful. We assess student outcomes, feedback, and impact the program has on graduates.

Suitability of Cooperating Agencies:

At MST, we evaluate cooperating agencies by licensing, reputation, facility, equipment, staff suitability and interactions, compliance with regulations, partnership history, alignment with our program objectives, resident feedback, and multiple feedback mechanisms involving graduates, management, and administration.

Appropriateness of Course Content:

At MST we evaluate our program by discussing alignment with educational standards, relevance to career preparation, current best practices of CTE programs and nursing assistant roles, student engagement and interest, advisory board member feedback, overall impact on learning outcomes.

Graduate Performance on Tests:

Our graduate performance on nursing assistant competency testing has been exceptional. We have received feedback that students felt prepared for their LNA state test.

Program Coordinator Comments:



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Working with MST as Program Coordinator has it's set of challenges. The school administration is not aware of the RSA's for Nursing Assistant education. I am hoping this year I can help bridge the knowledge gap and provide more assistance in this area. The curriculum, delivery of curriculum, and clinical supervision has no issues. Sharon's expertise is superior as evidenced by student outcomes, alumni involvement, and community connections to help this program remain remarkable.

Board of Nursing Comments:

Board of Nursing Signature:

Date: