



**Training Proposal for:**

**The Technical School Inc. dba Technical College**

**Agreement Number: ET16-0369**

**Panel Meeting of:** February 26, 2016

**ETP Regional Office:** North Hollywood

**Analyst:** M. Reeves

**PROJECT PROFILE**

Contract Attributes:	New Hire SET Multiple Barriers At-Risk Youth	Industry Sector(s):	Services Healthcare  Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	N/A		
Managers/Supervisors: (% of total trainees)	N/A		

**FUNDING DETAIL**

<b>Program Costs</b>	+	<b>Support Costs</b>	=	<b>Total ETP Funding</b>
\$106,000		\$10,175 12%		\$116,175

In-Kind Contribution:	50% of Total ETP Funding Required	N/A
-----------------------	-----------------------------------	-----

**TRAINING PLAN TABLE**

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	New Hire SET Multiple Barriers At-Risk Youth	Commercial Skills, Other Titles (Job Readiness Skills)	25	8-260	0	\$4,647	\$10.30*
				Weighted Avg: 212			

\*It will be made a condition of contract that the trainees in this Job Number will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

**Minimum Wage by County:** \$10.30 per hour for Los Angeles County

**Health Benefits:**  Yes  No This is employer share of cost for healthcare premiums – medical, dental, vision.

**Used to meet the Post-Retention Wage?:**  Yes  No  Maybe

Participating employers may use health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Certified Restorative Nurse Assistant		25

**INTRODUCTION**

Founded in 1994, The Technical School Inc. dba Technical College (Technical College) ([www.technicalcollegeonline.com](http://www.technicalcollegeonline.com)) is a for-profit vocational training institution with four locations serving the Los Angeles area. Technical College offers programs in several fields of study including Nurse Assistant. The College is eligible for ETP funding as a private for-profit training agency. This is Technical College’s second ETP Agreement.

Technical College has a long history of providing training and placement services for California Workforce Investment Boards, WorkSource and America’s Job Centers of California, private businesses, and community organizations. Students come from diverse backgrounds including dislocated workers, refugees, immigrants, and individuals receiving CalWorks or General Relief.

Technical College representatives report that healthcare employers are experiencing record high average daily census numbers, and with this trend projected to continue, the College has identified a need for Certified Restorative Nurse Assistants (CRNA) in the Los Angeles area. The need for CRNAs is being driven by the increase in demand for care of the elderly, long-term care, and convalescent and rehabilitative medical services. The College expects demand for skilled health workers to increase as the aging population continues to expand, and as the Affordable Care Act provides more citizens access to healthcare services.

## **PROJECT DETAILS**

### **Training Plan**

**Commercial Skills (92%)** – Training will be provided in theory and practical application skills required for employment as a CRNA. Trainees will learn to help patients achieve and maintain optimal physical activity. Trainees will learn to assist nursing staff with patients' daily living practices and personal care, as well as respond to restorative needs such as physical therapy, mobility techniques, and rehabilitation.

**Job Readiness Skills (8%)** – Training will be provided in the skills needed to find jobs, including interview and resume skills.

### **Curriculum Development**

Technical College's CRNA Curriculum is based on the Nurse Assistant Training and Assessment Program. The guidelines were approved by the California Department of Public Health, and were developed by the Chancellor's Office of California Community Colleges, the California Health Workforce Initiative, and the Quality Care Health Foundation. The Curriculum is regularly reviewed by a board consisting of the Executive Director, Chief Academic Officer, Director of Nursing Programs, hospital administrators, instructors, and student representatives to ensure training is comprehensive and incorporates current methods and standards of the healthcare industry. The Curriculum consists of 180 hours for State CNA Certification, 16 hours for CRNA Certification, and an additional 16 hours of Job Readiness training.

### **Training Infrastructure**

Training will be provided by qualified instructors with a minimum of three years field experience. All Nursing Department instructors are Licensed Vocational Nurses and are supervised by a Registered Nurse who serves as the Director of Nursing Programs. All instructional activities are overseen by the Chief Academic Officer.

Technical College will administer this ETP project under the supervision of its Executive Director. Four full-time Workforce Development Specialists will be responsible for assessing participants' eligibility and training needs, scheduling training, and coordinating job placement.

### **Impact/Outcome**

Successful participants will receive certification as a Nurse Assistant from the California Department of Public Health, and certification as a Restorative Nurse Assistant authorized by the Quality Care Health Foundation (QCHF). The QCHF is the educational arm of California Association of Health Facilities created to provide quality training and resource materials to individuals working in long-term care throughout California. The added CRNA certification translates directly into higher wages, improved work environment, and is an immediate first step on the career ladder.

This will prepare participants to meet state requirements for employment in the field, and deliver skills that will lead to placement with companies that provide secure, long-term employment. ETP reimbursement is contingent upon receiving a certification and employment as a CRNA.

## **SET Multiple Barriers - At-Risk Youth**

All training will be funded as Special Employment Training/Multiple Barriers under the At-Risk Youth Guidelines. Employers are not required to demonstrate out-of-state competition and trainees are exempt from standard eligibility requirements. Technical College will be responsible for documenting the eligibility criteria for this program based on special standards outlined below.

Young adults between 18 and 23 years of age may be deemed to be at-risk if they are not in school or employed full-time at the time of recruitment, and meet one or more of the following criteria:

- Previously involved in or heavily exposed to gang activities
- Homeless
- History of drug addiction
- Have child on public assistance
- Emancipated foster youth
- Physical or mental disability
- Parent is incarcerated
- High school dropout

## **Wage and Retention Modification**

Technical College is requesting a wage modification for trainees to 25% below the ETP New Hire Minimum Wage from \$13.73 per hour to \$10.30 per hour. This modification is permissible under the At-Risk Youth Project Guidelines with good cause.

The existing job market for CRNAs limits the starting wage of applicants with no experience. As individuals gain experience and increase their efficiency, employers increase wages. CRNAs will also be able to progress through the built-in career ladder. Employer-based training beyond this proposal, as well as certifications in areas such as Alzheimer's & Dementia, Sub-Acute care, and Respiratory care can create additional opportunities for advancement and future wage gains.

Retention may be satisfied by employment of at least 30 hours a week for at least 90 days. For occupations in which workers are hired for short-term jobs, retention may be satisfied by employment of at least 500 hours within 180 days with one or more participating employers.

## **Incidental Placement**

Incidental placement with public and non-profit entities is permissible, not to exceed 35% of the total number of trainees retained in employment.

## **Marketing and Support Costs**

Technical College's marketing program consists primarily of referrals by the EDD, Los Angeles County Department of Social Services, Los Angeles County Office of Education, WorkSource centers, America's Job Centers of California, religious and community organizations, extended care facilities, skilled nursing care centers, and convalescent hospitals. The College recruits prospective students using a combination of resources including a peer referral system, fliers, brochures, and catalogs. Workforce Development Specialists actively participate in outreach programs through various community organizations and events. Technical College has an

existing network of over 530 employers that actively hire nursing graduates. These employers operate licensed skilled nursing facilities, long term care facilities, convalescent hospitals, nursing homes, and assisted living facilities.

The At-Risk Youth Guidelines allow Support Costs of up to 12% for trainee/employer recruitment, eligibility assessment, and job placement. Staff recommends 12% Support Costs.

### **Training Agency Certification**

Technical College is certified the Bureau of Private Postsecondary Education (BPPE).

### **Tuition Reimbursement**

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. This representation will be made a condition of the Agreement.

### **RECOMMENDATION**

Staff recommends approval of this proposal.

### **PRIOR PROJECTS**

The following table summarizes performance by Technical College under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET14-0121	Los Angeles	09/03/13 – 09/02/15	\$65,058	\$64,706	(99%)

### **DEVELOPMENT SERVICES**

N/A

### **ADMINISTRATIVE SERVICES**

N/A

### **TRAINING VENDORS**

N/A

## **Exhibit B: Menu Curriculum**

### **Class/Lab Hours**

8 - 260 Trainees may receive any of the following:

#### **COMMERCIAL SKILLS**

- Rules, Roles, Responsibilities and Requirements of a Nurse Assistant
- Patients' Rights
- Interpersonal Skills
- Prevention and Management of Catastrophe and Unusual Occurrences
- Body Mechanics
- Medical and Surgical Asepsis
- Weights and Measures
- Patient Care Skills
- Patient Care Procedures
- Vital Signs
- Nutrition
- Emergency Procedures
- Long-Term Care Patient
- Rehabilitative Nursing
- Observing Charting
- Death and Dying
- Professional Development
- Leadership and Teamwork
- Medical Overview: Anatomy and Physiology
- Dysphagia and Eating; Joint Mobility; Functional Mobility
- Principles of Education for Nurse Assistants

#### **OTHER TITLES (JOB READINESS SKILLS)**

- Interviewing Skills
- Employment Applications
- Work Place Etiquette
- Pre-Employment Examinations

Note: Reimbursement for new hire training is capped at 260 total training hours per trainee, regardless of the method of delivery.