



# Course Description Catalog 2022

## Center for Quality Eldercare Services

Enrollment Effective: Date 9/30,2021  
Amended regarding staff: 4/1/22

3660 N. Rancho Dr #101, Las Vegas NV, 89130  
Phone: 702 489-5822 Fax: 702-489-5858  
CQES.org Email: cqes@cqes.org

**Business Hours: Monday – Friday 8:30am – 4:00 pm**  
**Closed on legal holidays**

### *Welcome*

Thank you for considering CQES for your educational needs. CQES strives to provide each student with a quality education and the knowledge needed to be successful. CQES is owned by Gretchen Batis and is **Licensed by the Nevada Commission on Postsecondary Education.**

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*“CQES is a school every caregiver needs; it is so informative and empowering. I would recommend CQES to anyone!” Margaret. (Professional Caregiver Graduate)*

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### *Facility Members*

Our Academic Director & one of our instructors, Priscilla Santayana, M.Ed., RN, B-C has over 59 years of experience in the healthcare industry. Christopher Mirando an Assistant and Instructor will assist students with registration and enrollment.

Our instructors use a variety of interactive teaching methods to enhance the learning experience and are committed to training high quality direct care workers. All these things, combined with low student-teacher ratios, result in what we believe to be unsurpassed quality training.

### **Mission Statement**

Professionally educate individuals in the non-medical healthcare industry or private sector and to promote the continued growth of quality residential, assisted living and In-home services in the state of Nevada.

### **DETR Job Connect**

Training Provider

CQES is an approved provider for Job Connect / DETR of Nevada. This partnership may provide some funding of the certification programs to qualified individuals. You must meet all DETR eligibility requirements.

### **Enrollment Process**

Students wishing to enroll must complete the enrollment agreement application and speak with the Director Gretchen Batis. To ensure a prospective student can complete the program and benefitting from it, each student should have a high school diploma or equivalent. A pre-exam at CQES will provide sufficient testing for enrollment of diploma is not available. College transcripts, or healthcare licenses will

provide sufficient documentation. Please read more about the process in **Student Rights** in Disclosures section.

**Facility:** The training facility consists of a classroom along with a restroom and a break area.

### **Admission Requirements**

Qualified applicants are expected to meet all admission criteria:

1. Student must not have committed a felony/misdemeanor within the past seven years.
2. It is recommended that students have a High School diploma or High School Equivalent. Students who do not have a High School diploma or High School Equivalent must pass an "Ability to Benefit" pre-examination prior to enrollment (must pass with 80% or higher)
3. Students must be 18 years of age
4. Student must be in good physical health
5. Students must be able to lift 50 lbs or more
6. Students must be able to read, speak and write English at an 8th grade level
7. Students have a Valid Photo ID
8. Complete all the acceptable required forms listed on the website CQES.org and have acknowledged they have read the student disclosure information.

Upon successful completion of a course or class, the student will be awarded a Certificate of Completion. There is no credit for previous education and training.

Placement Assistance: CQES does not guarantee employment but will assist graduates in finding employment. The school maintains a listing of residential facilities for groups and PCA Agencies and will assist students in developing a proper resume and interviewing techniques.

Account for Student Indemnification: In an event of school discontinued operation or a violation by the institution per NRS 394.383 to NAC 394.560, an account for student indemnification may be used to indemnify a student or enrollee who has suffered damage as a result of: discontinuance of operation or violation by such institution of any provision of NRS 394.383 to 394.560

Payment of Tuition charges: When individuals use a credit card for payment there is an automatic 4% credit card fee and is not refundable.

## ***Program Information***

***We offer the Medication Management program.***

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*Start a **new CAREER path in days.** Professional Caregivers and Personal Care Attendants and **Med Techs** are in great demand.*

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### **A. Medication Management**

This program prepares students to become a certified Medication Technician for Residential Facilities for Groups and Homes for Individual Residential Care. This is a Health Care Quality and Compliance (HCQC) approved curriculum and testing administered by a State Proctor.

**108 Medication Management (16 hours) is \$210.00 plus registration fee of 10%.**

**Days (s): 3 days Times (s) 9am – 1:30 for 2 days and 9am – 4pm 1 day.**

**Course Description. This is a ZOOM training (distant virtual training).**

**This approved (HCQC) Health Care Quality and Compliance**

**Medication Management initial course for new Med Techs.** This course can help direct care workers to prevent medication errors. This program will teach standards to administer medications safely, avoiding risky behaviors and special handling of narcotic medications. Campus testing

**108: Accelerated Medication Management (8 CEU's) \$135.00 plus registration fee of 10%.**

**Days (s): 2 days Times (s) 9am – 1:30 a ZOOM training or fully on virtual training that is self-paced.**

**Course Description:**

**This approved (HCQC) Health Care Quality and Compliance**

**Medication Management refresher** course can help direct care workers to prevent medication errors. This program will teach standards to administer medications safely, avoiding risky behaviors and special handling of narcotic medications. Campus testing

### ***Standards of Progress***

To be considered eligible for graduation, each student must maintain an 80% average. Grades are derived from daily quizzes, mid-term tests, assignments, and final exam. Any student who falls below 80% will be placed on academic probation and afforded remedial training and work to improve their grade point average. If a student is not able to complete the additional 8-hour remedial training and meet the 80% grade point average, the student will be dismissed from the program. *Medication Management is 80% or better for testing.*

### ***Attendance***

Each student must attend each scheduled class. Any absences must be made up at the discretion of the instructor. Students must complete at least 90% of the course hours to be considered eligible for a completion certificate.

### ***Conduct Policy***

Students are to treat all members of the school and other students with respect and dignity. Any student who willfully destroys schools' property, attend the school under the influence of drugs or alcohol, is disruptive, insubordinate, obscene, vulgar, boisterous or is caught cheating, may be suspended, or terminated.

Students are training for professional employment and must be well groomed, clean. No garments intended as underwear or sleepwear shall be worn as an outer garment.

Students who violate the conduct policy will be counseled by the director and will be allowed to continue in a probationary status, suspended or dismissed, at the discretion of the director.

### ***Career Services Placement Assistance:***

CQES does not guarantee employment but will assist graduates in finding employment. The school maintains a listing of assisted living residences and will assist students in developing a resume and interviewing techniques.