



Director of Staff Development Course

Description:

Joshua Tree Private School a provider approved by the California Board of Registered Nursing provider number CEP15948 for 24 contact hours presents a Director of Staff Development (DSD) 24 hour on line independent/home study continuing education course for licensed nurses (RN & LVN) in planning, implementing, and evaluation educational programs in nursing that are in compliance with state and federal requirements.

Course Fee:

The 30-day course access fee for taking Joshua Tree Private Director of Staff Development(DSD) 24 hour on-line independent/home study continuing education course is \$99. Effective the date payment is received.

Course Objectives:

Upon completion of this course the nurse will be able to write a lesson plan for an educational program in nursing that contains the following information:

- Student Behavioral Objectives
- Descriptive Course Content
- Method of Teaching & Method of Evaluating Knowledge

Course Content:

This course is in planning, implementing & evaluating educational programs in nursing. This course provides information on:

- How to get statewide DSD approval
- The steps to become a DSD
- How to Write a Lesson Plan that Meets CA Code of Regulations
- How to Write a 12 Month CNA In-service Training Calendar That Meets CA Code of Regulations
- DSD Regulatory Agencies
- How to Teach Adult Learners

Objectives: In this module you will learn:

1. The agencies that have jurisdiction over health care facilities in California

2. The agency in California that is responsible for issuing approval for statewide Director of Staff Development Instructors

- Why you need to know state and federal regulations

Objectives: In this module, you will learn:

1. Why you need to learn about State and Federal requirements.

2. Why you need to learn how to write a lesson plan that include:

- The student behavioral objective(s)
- A descriptive topic content with adequate detail (method, technique, procedure) to discern what is taught)
- The method of teaching
- The method of evaluating knowledge and demonstrable skills

- CA Code of regulations

Objectives: In this module, you will learn:

How to meet title 22, Division 5, Chapter 2.5, Article 1-5 of the California Code of Regulations requirements to function as a Director of Staff Development in a skilled nursing facility or as a school instructor in a state approved nurse aide training program in California

- Title 42 code of federal regulations Part 483.75 & 483 Subpart D

Objectives: In this module, you will learn:

How to meet the state and federal requirements to function as a Director of Staff Development in a skilled nursing facility or as a school instructor in a state approved nurse aide training program in California

- CA Health & Safety Code 1337-1338.5

Objectives: In this module, you will learn:

How to meet the Section 1337-1338.5 of the California Health and Safety Code requirements to function as a Director of Staff Development in a skilled nursing facility or as a school instructor in a state approved nurse aide training program in California

- CNA's don't have their own "scope of practice"
- How to write a lesson plan that meets the requirements in the California Code of Regulations

Objectives: In this module, you will learn:

1. How to write a lesson plan for an educational course in nursing that includes a) The student behavioral objective(s)

2. A descriptive topic content with adequate detail (method, technique, procedure) to discern what is taught c) The method of teaching d) The method of evaluating knowledge and demonstrable skills

- How to Write Instructional objectives

Objective: At the completion of the lesson the student will write a behavior objective for each level of Bloom's Taxonomy of the Cognitive Domain according to the standards set forth by Mager.

- Teaching methods
- Complete 27-page lesson plan example

Objective:

The objective of this lesson plan is to introduce a measuring system for weight, length, and volume used by nursing assistant in the clinical setting.

- How to teach adult learners
- How to write an in-service training program
Objective: You will write an in-service training schedule that meets title 22, Division 5, chapter 2.5, Article 4 of the California Code of Regulations requirements to function as a Director of Staff Development in a skilled nursing facility or as a school instructor in a state approved nurse aide training program in California.
- Course Provides a CNA 12 month in service training calendar with mandatory in-services
- Duties of the DSD in a skilled nursing facility
- How to write a 12-month in-service training calendar for Certified Nursing Assistants that meets state & federal regulatory agency requirements
- Delegation & assignment skills
- Functions performed by unlicensed personal
- How to plan, implement & evaluate educational courses in nursing
- How to write a lesson plan with descriptive topic content with adequate detail
- The method of evaluating knowledge & demonstrable skills
- CNA new hire orientation program & core curriculum
- CNA orientation form
- The role of the DSD as an Instructor in a Nursing assistant training program
- How to provide in-service training in a skilled nursing facility
- Requirements for approval of a nurse aide training program
- BONUS: Infection Control information & Chat Room

Course Methods:

- On line with a device that can access the internet. Self-paced computer based modules. Can take this course on whatever days and times you choose.

Course Materials:

- A device that has Internet Access such as:
 1. Personal computer
 2. Lap top
 3. Smart phone
 4. Tablet
 5. Ipad



Joshua Tree Private School policy regarding refunds for non-attendance:

To prevent theft of our intellectual material the 30-day access fee for the on-line Director of Staff Development independent/home study course are non-refundable. The course is entirely web based therefore you can take the course on whatever days and times you choose.

Notification if the course is cancelled:

If this course is cancelled a 30-day notice will be posted on the home page of our website www.joshuatreeprivateschool.com.

Office Hours:

Office Hours 7 days/week 9:00 am - 5 pm. Closed 12pm - 1 pm for lunch & all major & federal holidays per CA public school calendar. No calls or emails will be responded to outside of these hours.

Questions and Answers:

Q. Is Joshua Tree Private School On-line Director of Staff Development independent/home study continuing education course for nurses approved by the California Board of Registered Nursing?

A. Yes! Joshua Tree Private School is a continuing education provider approved by the California Board of Registered Nursing provider number 15948 for 24 contact hours.

Q. What qualifications does a licensed nurse in California must meet to become a Director of Staff Development or instructor?

A. Section 71829 from title 22 in the California Code of Regulations states that (d) The nursing facility, agency or public educational institution is responsible for assuring that the Director of Staff Development or Instructor who teaches the certification training program meets either of the following qualification requirements:

- One year of experience as a licensed nurse providing direct patient care in a long term care facility in addition to one year of experience planning, implementing, and evaluating educational programs in nursing; or
- Two years of full time experience as a licensed nurse, at least one year of which must be in the provision of direct patient care in a nursing facility. Within six months of employment and prior to teaching a certification program, the Director of Staff Development or Instructor shall obtain a minimum of twenty-four (24) hours of continuing education courses in planning, implementing and evaluation educational programs in nursing. These must either be courses approved by the Board of Registered Nursing or courses administered by an accredited educational institution. A transcript of successfully completed courses shall be sent to the Department and shall be used as a basis for approval of the qualifications of the Director of Staff Development or Instructor. A copy of the transcript shall be kept on file at the nursing facility, agency or public educational institution.

Q. In what settings can a nurse who meets the above requirements teach nursing assistant training programs in?

A. Skilled nursing facilitates, Adult Education, Regional Occupational Training (ROP), Job Corps, Vocational Schools, Community Colleges, etc.

Q. What is the minimum amount of time that a participant can complete the course in?

A. 24 hours divided into three 8 hour days.

Q. What is the maximum amount of time that a participant can complete this course in?

A. 30 days from the date payment is made.

How the Course Works:

This course has a time limit of 30 days from the date of purchase.

- If you don't complete the course in 30 days and would like to continue with the course then you have the option to pay \$50 for a 30-day extension.

Joshua Tree Private school on line course, quizzes and exam offer many benefits from saving time to saving money. Despite the numerous benefits, Joshua Tree Private School must face the fact that on-line tests are not immune from cheating.

Students have always, and will always attempt to cheat. With online tests the ways students find to cheat may be different than on traditional exams. It's up to Joshua Tree Private School to anticipate these new ways of cheating.

Using the simple methods below Joshua Tree Private School can effectively prevent students from cheating while still offering quality assessments on line.

How we evaluate the course:

1. We add a time limit to all quizzes and exams. Although setting a time limit can introduce a level of stress for students, it can also keep students on task. If students know they have a limited amount of time, the likelihood of students trying to find the answers using external methods is reduced. Our quiz has a time limit of 30 minutes and our exams have a time limit of 120 minutes. You only get one attempt at each quiz and each exam. Do not take the quiz or the exams until you have read all the material and feel prepared to pass them. If you fail an exam with a score of less than the passing score of 70% then, you have the option to pay \$25 to retake a failed exam before your 30-day access to the course expires. You may not take the final exam until the quiz, and exam 1 & 2 and Assignment 1 & 2 have received a minimum passing score of 70%. Once the course is complete and you have been issued a DSD certificate you will no longer be a student and be blocked from access to the course.
2. We Limit the Final Exam Availability. To keep students from taking the final exam before they have completed the quiz, 2 exams and 2 assignments we have secured it with a password. The password has a defined time limit of 2 hours. The final exam has a time limit of 120 minutes and is set to only allow one attempt. You must provide a minimum of a 24-hour emailed notice to schedule the final exam.
3. The Back Button is Disabled. This is essential to keep students from selecting an answer, checking to see if the answer is correct, then clicking the back button to select a different answer.
4. The Print Button is Disabled. To prevent students from printing the test we have disabled the print feature. In addition to that there is only one question per page.
5. We Ask for Quiz Taker Specific Information That We Can Verify. All quiz/exam takers must provide the following bits of information about themselves: name, email, nursing license number.

In conclusion, each of these settings offers a level of security that can individually reduce cheating in our online tests. We use these techniques in a single test because it will reduce the chances of cheating even further.



The Amount of Time Allotted for Each Area of the Course:

- Total course time = 1,440 minutes = 24 hours
- 1 Quiz & 2 Exams = 360 minutes = 6 hours
- Final Exam = 120 minutes = 2 hours
- Video = 15 minutes = $\frac{1}{4}$ hour
- Written Material = 465 minutes = $7\frac{3}{4}$ hour
- Lesson Plan Assignment = 360 minutes = 6 hours
- In-service Training Calendar Assignment = 120 minutes = 2 hours