

JOB TITLE: Clinical Instructor

PROGRAM: Nursing Assistant Training and Competency Evaluation Program (NATCEP)

QUALIFICATIONS: The Clinical Instructor must be a **licensed nurse** with a current, active Utah License to Practice; who is in good standing with the Utah Division of Occupational and Professional Licensing; with at least **one** year of experience as a licensed nurse in caring for the elderly or chronically ill of any age.

REPORTS TO: The Program Coordinator, Primary Instructor and the Director of the Utah Nursing Assistant Registry.

RESPONSIBILITIES:

1. Acts under the general supervision of the Program Coordinator and/or Primary Instructor
2. Cooperates with the Program Coordinator and/or Primary Instructor in scheduling clinical experiences for students.
3. **Supervises small groups, no more than 12 Certified Nursing Assistant students per Clinical Instructor** (administration of each clinical site will dictate the number of students) in the clinical setting (long term care, transitional care).
4. **16 hours is the minimum requirement for all students. If the student is scheduled for two 8 ½ hour clinical (1/2 hour for lunch or a working lunch-discussing skills), the student must not leave early. It is a scheduled clinical.**
5. **The clinical instructor must always remain on the premises and supervise students in the health care setting.**
6. **The clinical instructor must observe and supervise the students at all times during the scheduled clinical.**
7. **The clinical instructor cannot be absent at any time during the scheduled clinical.**
8. Supervises, evaluates and documents:
 - a. Appropriate clinical experience for each student
 - b. Procedures
 - c. Return demonstrations
 - d. Competency
 - e. Students' progress
 - f. Student assignments
9. **Maintains student rolls, including a sign in-and-out sheet with exact time of arrival and departure, absences and tardiness; evaluates student performance, and records clinical evaluation of the student.**
10. May substitute for the classroom instructor as needed for a short period of time after approval from UNAR.
11. Communicates with Program Coordinator and /or classroom instructor regarding NA program, problems and concerns.
12. Performs other related duties as requested by the Program Coordinator, Primary Instructor and the Director of the UNAR.