

# A&E Nursing Skills — Weekend Skills Practice Policy

The A&E Nursing Skills Weekend Practice Lab provides a safe, structured, and professional environment for students to practice and strengthen CNA/STNA skills in preparation for the state exam.

By booking or participating in any Weekend Skills Practice or Mock Exam session, students acknowledge and agree to the following policies.

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## Session Types

Weekend Skills Practice sessions are offered in the following formats:

- **Individual Practice (1–2 students):** \$30 per student, per hour
- **Small-Group Practice (3–4 students):** \$20 per student, per hour
- **Mock Exam Simulation (2 hours):** \$50 per student (*available by request only*)

All sessions are limited to a **maximum of 4 students** to ensure a focused and supportive learning environment.

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## Payments & Cancellations

- All payments are **non-refundable**.
  - Sessions must be **paid in full at the time of booking** to secure a reservation.
  - Rescheduling is permitted with **at least 24-hour notice**, subject to availability.
  - No-shows or arrivals more than **15 minutes late** will result in **forfeiture of the session without refund**.
  - Session transfers are not permitted without prior approval from the Program Coordinator.
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## Attendance & Conduct

- Students are expected to arrive **at least 10 minutes early** to check in and prepare.
- A valid **government-issued photo ID** is required for all participants.
- Professional and respectful behavior is required at all times.

- Disruptive, unsafe, or disrespectful conduct may result in **immediate dismissal without refund**.
  - Only registered participants are permitted in the lab.
    - **No guests, children, or observers are allowed.**
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## Safety & Infection Control

- All students must follow **standard precautions, infection control procedures, and safety guidelines** at all times.
  - **Closed-toe shoes and appropriate attire (scrubs recommended)** are required.
  - Any injury, spill, or equipment issue must be **reported immediately** to the instructor or Program Coordinator.
  - The Program Coordinator reserves the right to **stop or terminate a session** if unsafe practices are observed.
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## Lab & Equipment Use

- All mannequins, equipment, and supplies must be handled with care.
  - Equipment must be **cleaned and returned to its designated area** after use.
  - Intentional damage or misuse of equipment will result in:
    - Immediate dismissal
    - Financial responsibility for repair or replacement costs
  - **Food and drinks are not permitted** in the lab area.
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## Recording & Social Media Policy

- Students may record **themselves only** while performing skills for personal study purposes.
  - Recording of instructors, other students, or the full lab environment is **strictly prohibited**.
  - Audio recording of instructor feedback is not permitted.
  - Any content intended for social media must receive **prior written approval** from A&E Nursing Skills.
  - **HIPAA and privacy regulations apply at all times**. Violations may result in **permanent loss of practice privileges**.
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## Mock Exam Sessions

- Mock Exams simulate the Ohio STNA skills exam using **timed, randomized skill assignments**.
  - Feedback is provided for **educational purposes only** and is not an official evaluation.
  - Participation in a Mock Exam **does not guarantee passing the state exam**.
  - Students who have previously failed the state test are encouraged to participate to improve performance, confidence, and accuracy.
  - Mock Exams are strictly for **practice purposes only** and do not result in certification or licensure.
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## Acknowledgment

By booking a Weekend Skills Practice or Mock Exam session, you confirm that:

- You have read, understood, and agree to comply with all policies outlined above
- You understand that participation is for **educational and practice purposes only**
- You acknowledge that participation does **not guarantee success on the state exam**
- You agree to maintain professionalism, safety, and respect for all staff, students, and equipment