

Assisted Living Facility Caregiver Certificate Tip Sheet

The certified caregiver certificate program is designed to prepare students for entry level healthcare positions in assisted living facilities. Students completing this program will be prepared to take the knowledge examination for certification by the Arizona Board of Nursing's Care Institution Administrators and Assisted Living Facility Managers (NCIA/ALFM).

- ❖ The course will be 4 weeks, meeting one day a week for 5 hours.
 - A total of 62 hours of coursework is required for successful completion of the course (42 hours online and 20 hours in person).
- ❖ CPR and First Aid certificate is required to complete the certificate (requires a separate registration and fee through CCC's Community Education and Workforce Training webpage).
- ❖ Food Handler's certificate completion will be required during the course (can be taken prior to the course).
- ❖ Prior to the certificate being issued, the student will be required to register and successfully pass the Arizona Assisted Living Facility Caregiver Medication Management test through D&S Diversified Technologies LLP.

Requirements to receive the certificate include

- ❖ Successfully complete AHS 120 (Caregiver I)
- ❖ Successfully complete the CPR and First Aid Certification (must be completed prior to finishing the course an additional charge)
- ❖ Successfully complete the Food Handler Certification (must be completed prior to finishing the course an additional charge)
- ❖ Successfully complete the Arizona Assisted Living Facility Caregiver Medication Management test (after the course is completed with an additional charge)

Requirements to enroll in AHS 120 include

- ❖ 18 years of age or older (must be 18 prior to end of the course)
- ❖ Application and acceptance to [Coconino Community College](#)
- ❖ Placement into ENG 098 or above (at least 2 of the following HS GPA 2.0-2.59, HS English grade C or better, or Accuplacer 237-249)
- ❖ Current [AZ DPS Fingerprint Clearance Card](#)
- ❖ Current Arizona Driver's License or Identification Card

Criminal Background Check Notice

A criminal background check is required prior to enrolling in the certified caregiver course. The application for obtaining an AZ DPS Fingerprint clearance card is [online](#). The fingerprint clearance card must be in hand at the time of registration and must not expire prior to the end of the course.

Student Fees

Black scrubs	\$20
Textbook	\$0 (loaner)
Food Handler's Card	\$20 (plus tax)
CPR and First Aid Certification	\$105
Tuition (1 credit hours @ \$158/hour)	\$158 (plus \$3 for mandatory student activity fee)
AZ DPS Fingerprint Clearance Card	\$67 (plus fingerprinting fees)
D&S Diversified Technologies Knowledge Test	\$65