



# **COVID-19 Guidance on Conditions for Returning to Campuses for Completion of Industry Certifications and Dual Credit Lab Courses**

*May 20, 2020*

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Opportunities may be available during the summer months for secondary students to complete industry certifications, assessments and dual credit lab-based coursework from the 2019-2020 academic year.

Please be advised of the following options that may be available and related requirements for returning to such facilities. In addition to the information provided here, more details will be forthcoming from the Kentucky Department of Education (KDE) regarding specific actions and timelines related to dual credit lab-based coursework at Kentucky Community and Technical College System (KCTCS) campuses for secondary students.

This guidance document also addresses specific requirements related to Medicaid Nurse Aid (MNA) students.

## **Completion at a Postsecondary Institution**

### **Requirements for Students to Return to Postsecondary Facilities (Through June 30, 2020)**

1. The postsecondary institution obtained notification from the Council on Postsecondary Education (CPE) that the governor has authorized in-person coursework for students to resume;
2. The postsecondary institution is following the governor's "Healthy at Work" re-opening protocols and any applicable industry-specific guidance issued by the governor's office;
3. Students who return for assessment and dual credit opportunities are provided with appropriate face masks, if they cannot provide their own; and
4. There is evidence of student willingness and parent/guardian approval to participate in in-person coursework.
  - If student is 18 or older, request that student give notice to parent/guardian.
  - If student is under 18 years of age, parent/guardian permission is required through a form provided by KCTCS.

Please be advised that dual credit lab-based courses completed on a KCTCS campus during this time will be for those students already in a college-based dual credit course as well as Class of 2020 seniors from high school/ATC-located classes only. Other institutions' policies are still being determined.

KDE and KCTCS are developing opportunities for students who are not seniors of 2020 enrolled in dual credit courses at the colleges with an Incomplete or In Progress grade to complete their coursework and receive a grade in the fall 2020 term.

## **Completion at a Secondary School**



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## Requirements for Students to Return to Secondary School Facilities (After June 30, 2020)

1. The district or area technology center (ATC) obtains notification from KDE that the governor has authorized in-person coursework for students to resume;
2. The school district or ATC is following the governor's "Healthy at Work" reopening protocols and any applicable industry-specific guidance issued by the governor's office;
3. Students who return for assessment and dual credit opportunities are provided with appropriate PPE;
4. The school district or ATC coordinates with local Department of Public Health (DPH) representative(s) concerning the reopening protocol plan; and
5. There is evidence of student willingness and parent/guardian approval to participate in in-person coursework or complete industry certifications and assessments.
  - If student is 18 or older, request that student give notice to parent/guardian.
  - If student is under 18 years of age, parent/guardian permission is required.

Given the limitations and conditions above, it is strongly advised that districts and ATCs grant graduating seniors from the Class of 2020 priority in terms of opportunities to complete lab-based dual credit coursework and industry certifications during this window of time.

## Guidance and Requirements Specific to Medicaid Nurse Aide (MNA) Students

For students pursuing the State Registered Nurse Aide (SRNA) assessment, the Department for Medicaid Services (DMS) has advised it will temporarily permit the completion of the supervised clinical experience (16 hours) to occur within a hospital setting or simulated clinical environment.

It is the responsibility of the training provider to verify the completion of the clinical hours within the hospital or simulated facility and retain documentation for testing purposes. The training provider also must self-attest that the individual providing clinical oversight meets instructor qualifications (LPN/RN).

When such hours are completed within a hospital facility, the following conditions should be met by the school district or ATC:

1. Obtain evidence of a signed MNA Facility Agreement; and
2. Obtain evidence of student willingness and parent/guardian approval to participate.
  - If student is 18 or older, request that student give notice to parent/guardian.
  - If student is under 18 years of age, parent/guardian permission is required.



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Upon completion of the supervised clinical experience, KCTCS currently has several available testing sites throughout the state. Secondary students that have completed all aspects of the MNA program, including clinical hours, may register to test.

The qualified instructor must complete the regular testing roster and schedule the testing appointment. Secondary students are second priority for testing, after long-term care facility employees. Testing is available by scheduled appointment and individuals must bring required PPE in order to test.

Please contact the MNA test coordinator by email to schedule testing appointments. Contact information for test coordinators is available on the [KCTCS Nurse Aide Coordinators webpage](#).

If you need assistance in providing the 16-hour simulated clinical for your dual credit class, please contact your dual credit college liaison.

Please contact the KDE Office of Career and Technical Education at (502) 564-4286 or email [Leslie.Slaughter@education.ky.gov](mailto:Leslie.Slaughter@education.ky.gov) with any questions about the information in this document.

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