



THE LPN SKILLS ENHANCEMENT PROGRAM DESCRIPTION

Course Start Date:

DEADLINE for APPLICATIONS:

ABOUT THE PROGRAM:

SEIU Healthcare Pennsylvania and participating employers have partnered to create educational opportunities that will enhance workers' skills and assist them in providing a higher quality of care to residents. Each participant will receive professional training in clinical and communications skills, as well as techniques designed to help them become more effective in their work. The program is tuition-free.

BENEFITS TO PARTICIPANTS:

Each participant will improve his/her skills and gain knowledge in the care of the elderly and other nursing home residents. Classes are designed to focus on the ability to provide quality care for residents while helping LPNs practice and reinforce their skills in a variety of clinical care situations, in addition to practicing and learning modern communications, customer service, leadership, and teamwork skills. You will also receive:

- Free tuition and materials
- Regular wages paid for nine (9) of the seventeen (17) class sessions – usually every other week.
- During the weeks that workers are not being paid to attend class, arrangements must be made to make the class day their regular day off.
- Participants may receive a wage increase upon completion of all 10 classes -- depending on the collective bargaining agreement between the union and the participating employer.
- A travel reimbursement may be paid to participants depending on the location of the facility.

ELIGIBILITY:

A worker must be a Licensed Practical Nurse who has worked at least three months at a member facility and is a part of the SEIU Healthcare PA bargaining unit.

CLASS SCHEDULE:

The LPN Skills Enhancement Program will be held one-day per week for ten (10) weeks. Classes start at 9:00 AM and end at 4:00 PM. Workers, supervisors and schedulers will work to arrange workers' schedules so they can attend classes. Classes begin April 9, 2015. Contact your Program Specialist for more information.

CLASS LOCATION:

Announced on website and posters at your facility.

ATTENDANCE POLICY:

Participants are required to attend ten (10) class sessions in order to complete the program and be eligible for a pay increase. Participants are only allowed to miss one session, which they must make-up with the instructor. Participants who miss more than one class will be dropped from the program.



LPN Skills Enhancement Class
ENROLLMENT FORM

Instructions:

1. **Worker Completes Part One**
2. **Nursing Home Management Completes Part Two**
3. **Submit Application by Fax to 717-232-1923**

PART ONE: TO BE COMPLETED BY THE WORKER

Name: _____

Address: _____

Town/City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Employer: _____ Facility Location: _____

Date of Hire: _____

I wish to attend the LPN Skills Enhancement Program

Signature of Worker _____

PART TWO: TO BE COMPLETED BY EMPLOYER REPRESENTATIVE:

I confirm that _____ is authorized to attend the LPN Skills Enhancement Program and her/his schedule was adjusted to enable her/him to attend.

Signature & Title of Management Representative: _____

SUBMIT BY FAX TO: 717-232-1923

Course Start Date:

DEADLINE for REGISTRATION: