

Dear CNA Students,

Welcome to our Spring 2017 Nurse Assisting Program. I'm so happy you've decided to take the program. The program requires that you do not miss any classes, you get required drug, and TB tests, you complete the on-line background screen done **before** class begins and that you have all assignments in on time. **Please email or call me once you are registered I will need to put your student number in the system in order for you to request your background screen, I will begin that process on December 15<sup>th</sup>.**

Our first day of class will be 8 hours. **Please bring lunch, snacks and drinks.**

In order to utilize that time effectively you will have an assignment due for that day. **Please read chapters 1-2-3-4-and 19 in your text. Do 'What Did You Learn' at the end of the chapter for chapter 1 and 2. Chapters 3-4-and 19 do the workbook assignment. Remove the workbook assignments from your book, and staple each chapter individually. Pay special attention to Chapter 19 we will be starting to practice taking vital signs the first class. What did you learn assignments should be on a piece of notebook paper; please make sure you do all questions putting only the answers on the paper. All assignments must be turned in on time!**

**Read the syllabus carefully, it describes expectations as well as class dates.**

I'm looking forward to meeting you. I believe you will learn a lot in this class and enjoy the experience. If you have any questions please call me at home at 258-4484 **before** 6 pm or email me at [bonnie.rossiter@enmu.edu](mailto:bonnie.rossiter@enmu.edu).

\*Students are required to get a drug test at Dr Brown's office **before** the first day of class. Please call Dr Brown at 257-7712 to make your appointment. Passing this test is required to remain in the program. Bring a list of current prescriptions with you. There is no cost to you for this test.

\*You must also have a TB test. If you have record of a TB test during the last year please bring it the first day of class. If you do not, please make an appointment with your Dr. or Walgreens or Sierra Pharmacy **before the first day of class** bring documentation to the first day of class. All other immunizations are recommended but not required. Drug test and TB test must be done before the first class!

\*Please do your background screen on line, the directions are attached.

#### DIRECTIONS FOR SIGNING AUTHORIZATION FOR BACKGROUND SCREENING

1. STUDENT CAN PRINT IT OUT AND SIGN IT FAX TO 910 343-9731
2. OR STUDENT CAN SIGN ELECTRONICALLY-WHEN THEY SEE THE 'ALERT' PRINT AND FAX OR THEY CAN CHOOSE E SIGN-CLICK ON THE LINK FILL IN THEIR INFORMATION AND SUBMIT.

THIS IS ONE OF THE AREAS THAT STUDENTS CAN GET CONFUSED BY SO THESE GUIDELINES WILL BE HELPFUL.

**Please check the email you give them, they will notify you if you have missed anything so you can correct it and have it done before class begins.**

Know that if you have a felony in your background it may prevent you from being hired as a CNA or continuing and completing an education plan in an occupation that requires a state license. Please contact me if you have any questions.

\*You must have your B/P cuff and stethoscope for the first day; they can be purchased at the cashier's office. If you are unable to purchase I will have some available that you can borrow on a first come first serve basis.

\*Scrubs need to be purchased wherever you would like but they must be solid blue, no designs. Scrubs must be worn to attend clinicals.

\*Classroom attire is comfortable clothing. Please bring lunch, snacks, and drinks to class.

Sincerely,

Bonnie Rossiter R.N., CNA Instructor  
258-4484 [bonnie.rossiter@enmu.edu](mailto:bonnie.rossiter@enmu.edu)