

Dear CNA Students,

Welcome to our Summer 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 (only if you are over 18), and that you have all assignments in on time.

**It's important to know that this is an intense schedule, fitting a 14 week program in to a 4 week program.**

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.

We have 15 books that can be checked out in the library, **you may not write in these.**

**FIRST DAY ASSIGNMENT**-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. You can copy the work book assignment and fill that in or you can put the answers (clearly marked) on a separate piece of paper. 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! Assignments should have your name and date at the top. 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! Call or email me if you have concerns.

\*Please do your background screen on line, the directions are attached. **Please do not do your background screen until May 30<sup>th</sup>-I need to enter you in to the system first. Your Pin # will be your student ID #.**

#### 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 bookstore. If you are unable to purchase them email me 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 clinical site which will begin on our fifth class.

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

