Course Requirements:

1. Students are required to complete the Healthcare Worker Background Check form and unless specifically told otherwise, have a livescan fingerprint performed. See enclosed for more information.

2. Students must purchase a uniform and shoes for clinicals. Clinical attire will be discussed at the orientation. **Canvas, cloth, mesh, or open shoes are not permitted.** Additional equipment: Watch with a second hand.

3. Students must obtain a physical examination (form enclosed). Physical includes a two step TB test or chest X-ray that is current (within the last 3 months), immunizations, and a 10-panel drug screen.

   If you are admitted to the Nursing program, you are required to have a two Step TB skin test that is **at least one week apart.** If your two step TB skin test is less than one week apart, you will be required to have an additional TB skin test.

4. Upon successful completion of the course, students will apply online to schedule and pay for their state certification exam. Payment must be made with a debit or credit card. The fee will be $67. More information pertaining to the exam will be given to you in class by your instructor.

5. Textbook and workbook required for class: *Mosby’s Essentials for Nursing Assistants, Sorrentino Remmert, 9th edition; textbook $90.25; workbook $37.95 (prices subject to change).*

6. A strict attendance policy for both classroom and clinical experience is required. This will be discussed in detail on the first day of class. **Only one full (or partial day) absence is allowed** for theory classes. No absences are allowed for clinical.

7. To successfully complete the course and be eligible for the state exam students must earn an 80% or better average on all exams. In addition students must pass the required IDPH clinical skills.

8. All students must have a valid social security card in order to submit to a background check and take the State Exam.