

July 23, 2020

Dear Health Occupations Seniors and Parents/Guardians:

Welcome to your Senior Year!!!

I hope you have had an enjoyable summer thus far and are getting excited for your last year of high school! As you gear up for this year, please **read** and **be aware** of the following **BEFORE** you begin class. A checklist of all that is required during the first few days of school is provided at the end of this letter.

This year you will study Nurse Aide Training and have the opportunity to become a State Tested Nurse Aide. You will also be certified again in CPR and/or First Aid.

Please know that attendance this year is of utmost importance. You must have a set number of hours in clinical, laboratory, and classroom to be eligible to take the State Nurse Aide test. To attend clinical, ***you must*** sit through several ***specific*** classroom lectures. If you are absent and are unable to make up the time, ***YOU WILL NOT BE PERMITTED TO ATTEND CLINICAL NOR TAKE THE TEST.*** These are not my rules, but Pennsylvania's rules regarding the Nurse Aide class.

Upon your return to class, you will be required to submit and or pay for the following before or on September 11, 2020 – **NO EXCEPTIONS!**

- Your proof of completion of the Hepatitis immunization series needs to be returned to the CCCTC if you have not already done so in your junior year.
- Your physical and 2-Step Mantoux (TB test) documentation
- Pennsylvania State Police Criminal History Record Investigation (CHRI): Submit \$22.00 (payable to the CCCTC via cash, check, or money order made out to the CCCTC) and the completed form and the CCCTC administrative assistant staff will complete the background check for you. **Please do this before September!** If there are issues with your background check, it may take longer to get the results which could make you ineligible to take the State Nurse Aide test.
- \$15.00 Liability Insurance fee (payable to the CCCTC via cash, check, or money order made out to the CCCTC).

- A color copy of your driver's license or state issued ID **OR** a color copy of 2 school Identification Cards from either your Freshman, Sophomore, or Junior years.

In addition to the cost of the physical, TB testing, Criminal Background Check (CHRI), and Liability Insurance, the cost of the Nurse Aide exam needs to be paid prior to your exam application – which is estimated to take place in March 2021. The Nurse Aide exam cost was \$102.00 last year; **HOWEVER**, it can change without notice. If you wish, I can begin collecting a portion of the fee each month beginning in August/September. This will help assure the money is available when it is time to take the test. The monthly collection is not mandatory, but done as a courtesy.

I want to encourage the purchase of a stethoscope and a blood pressure cuff for your personal use and practice if you have not already. Again this is not a mandatory purchase, just one that is encouraged for those that will be taking the nurse aide exam. A good quality stethoscope and blood pressure cuff can be found online for approximately \$35.00. I prefer students look for a new Sprague stethoscope, as it is a good quality stethoscope for beginning students. At present, I do not have a preference in blood pressure cuffs. If you choose to purchase either item, but are unsure, please wait until school begins, and I will assist you in finding an economical yet quality tool. Please, do not feel that you have to purchase either item if you cannot, I will have items available in the classroom for your use. However, they will not be allowed to leave the classroom.

Finally, in preparation for your lab and clinical, you will not need to purchase new uniforms or shoes if they are **stain free** and in **good condition**. However, as a Senior, if you wish, you are permitted to wear printed tops that **match** the navy pants. **DO NOT** remove the price tags from your printed top(s) until I have inspected your choice for appropriateness.

I am excited to have **YOU** as a senior and look forward to this year! See you soon.

Sincerely,

Cynthia Saulsbery
Health Occupations/Secondary Nurse Aide Instructor

PS You will need a binder for your senior year. I would suggest a large binder. ☺

SENIOR YEAR CHECKLIST

****Must have all of the highlighted items complete prior to September 11, 2020 to be eligible for the nurse aide exam. If items are not complete, you can be part of the class, but WILL BE INELIGIBLE FOR CLINICAL AND THE NURSE AIDE EXAM.***

_____ *Physical signed by doctor, nurse practitioner, or physician's assistant*

_____ *First 2 Step Mantoux completed with date injected and date read, and result.*

_____ *Second 2 Step Mantoux completed with date injected and date read, and result.*

_____ *Criminal Background Check Fee \$22.00 and completed Criminal Background Check form: turn in to CCCTC Office for CHRI to be completed before Sept 11, 2020.*

_____ *Photo copy of valid Pennsylvania Driver's license or Pennsylvania Identification card. Or a copy of your junior **and** senior year student identification card.*

_____ *Liability Insurance Fee \$15.00*

_____ *State Test Fee \$102.00*

_____ *Uniform in good condition*

_____ *Shoes in good condition*

_____ *Senior Year Binder with dividers*

_____ *Stethoscope (**optional**)*

_____ *Blood Pressure Cuff (**optional**)*