Welcome to the CMA class! (ALH 5202)

Please make sure that you have the following items on the First Day of Class:

- Text book (If you purchase the items from the Cowley bookstore, they will need a copy of your schedule to verify the course number)
- Stethoscope
- Drug book (recommended – not required)
- TB skin tests (referred to as a two-step TB skin test) are required by clinical facilities.
  - These can be given at your local health department, physician’s office, or from the school nurse at Cowley College (during the fall and spring semesters only. Please call in advance for available times). For those who have a history of a past positive TB skin test, a chest x-ray is required within the past two years which states that the student is free of tuberculosis. Please do not wait until the last minute as these tests need to be given at least two weeks apart.

Please note that KDADS requirements are specific about the number of hours you are in labs, clinicals and in the classroom. Be on time and plan to stay the entire time the class is scheduled. Only students are allowed in the classroom, at labs and clinicals - (no children or visitors). You are expected to have a strong willingness to participate in the class and a positive attitude.

You will need to complete the following in order to complete this class:

- TABE reading test must be on file prior to the first day of class.
- If you have not completed a one-time, basic background check through Cowley, it is required prior to participating in clinicals. Your instructor will provide you will information on the first day of class. (If you do not complete the required background check, you should drop the class, as you cannot participate in clinicals).
- Two TB skin tests (2-step) MUST be completed before you can participate in clinicals. (If you do not receive your TB test, you should drop the class as it is a requirement to complete the course).
- Additional signed documents, provided by your instructor, must be turned in before you can participate in clinicals. You must also have a passing grade in the class to participate in clinicals.
- Application to test (2-step) MUST be completed before you can participate in clinicals. (If you cannot provide these documents, you should drop the class, as you will be unable to test).

Failure to complete the above items will result in failing the class, even if your coursework is satisfactory.

To make sure your Cowley College account balance is paid by the last day of class:

Pay in full or enroll in the payment plan program online at http://www.cowley.edu/admissions/ecashierpayment.html or contact the business office (620-441-5586).

Financial Aid information is found at http://www.cowley.edu/admissions/finaid/index.html, or contact the financial aid office (620-441-5304).

After completing the course you will take the state board exam for certification. On test day, bring your Letter to Test, photo ID and social security card. You must also make sure you have submitted the application to test along with the required documents (driver’s license, social security card and CNA certificate).

We look forward to working with you in class! If you have any questions or concerns, you can contact the Allied Health Center at 620-221-3392 / Nursing Coordinator at 620-229-5982 / alliedhealth@cowley.edu