Welcome to CNA class! (ALH 5209)

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

- Text book, workbook and video packet. (If you purchase the items from the Cowley bookstore, they will need a copy of your schedule to verify the course number)
- Copy of your driver’s license
- Copy of your Social Security card. (You may also use a copy of your W-2.)

(If you are enrolled in an online/hybrid course, you will have required class meeting times (weekly) until clinicals begin. In addition, you will have online assignment through ANGEL. There is also an e-learning orientation that is required for all first-time online students. This must be completed before you will be allowed access to your course).

The CNA course has required meeting times for labs, clinicals and testing which are held in addition to scheduled class time and/or the online work. Students are required to provide their own transportation to lab & clinical sites. The lab and clinical schedule will be available the first day of class. For labs and clinicals you are required to have:

- College photo ID (have this made at the Ark City, Mulvane, or Wichita campuses)
- Scrubs (any color except white or blue jean material)
- Long hair pulled back
- No more than two sets of pierced earrings / no facial piercings or tongue rings. All tattoos must be covered.
- Gait belt (You can buy these at a medical supply store or the Cowley bookstore).
- Two 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:

- COMPASS reading test (or ACT score) 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 with 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).
- Application to test along with a copy of your driver’s license & social security card must be turned in the first day of class as it is sent to KDADS. (If you do not provide these documents, you should drop the class, as you will be unable to test).
- 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 cannot miss ANY class, lab or clinical days; as specific hours are required by KDADS.

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.

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