CNA Course Requirements

**** IMPORTANT: The Long-Term Care Facility in which we conduct our clinical sessions currently requires that all CNA students provide proof of a COVID vaccination before you will be allowed to enter their facility for clinicals. This is a requirement of the Facility itself and is not negotiable so please consider this before you register to attend the CNA course.

In an effort to protect their residents, with minimum notice, Clinical sites may impose additional restrictions that CNA students must meet in order to be allowed to enter their facilities and participate in clinical activities.

If Clinical Policies change, we will do everything possible to provide as much notice as we can of such changes. You must respect, and be willing to comply with, additional requirements by the appropriate deadlines and at your expense.

Failing to comply with any requirement imposed by the State of Georgia or a Clinical site may prevent you from completing the CNA program and may result in you having to withdraw from the program. ****

1. **CRIMINAL BACKGROUND CHECK/DRUG SCREEN**: Please initiate a Criminal Background Check & Drug Screen (CBC/DS) through Advantage Students before the first day of the course. The cost is approximately $78.50 but it may cost more and require additional time if you are an international student or are from out of State:

   B. Click on “Create an Account”
   C. Select the Student Package (Background Check and Drug Check combination) and follow all the directions
   D. Be sure that you select to share your results with the “University of West Georgia – Continuing Education not School of Nursing”.

   If you have any trouble with the registration process, call Crystal at 770-984-2727 ext. 1337.

   *Please do not bring a copy of your CBC/DS to class. Keep a copy for yourself in your files. On the first day of your clinicals, you will be required to take a copy to give to the management at the Long-Term Care Facility.*

2. **PHYSICAL ASSESSMENT**: Please provide a completed Physical Assessment Form to verify that you will be able to meet the requirements of the NATP training program’s physical demands of interacting with actual patients during clinicals rotations. This document can be signed by a Nurse, Nurse Practitioner, or Physician Assistant:

   **UWG Students** who have paid their health service fees can have the forms completed by the UWG Health Services by appointment.

   **NON-UWG Students** should go to their family Doctor, Health Department, Medical Clinics, etc., to have their forms completed.

3. **PROFESSIONAL LIABILITY INSURANCE**: In order to participate in the required clinical sessions in the Long-Term Care Facility, you must have a Professional Liability Insurance Policy with coverage in the amounts of $1 million each occurrence and $3 million aggregate. You do not have to purchase this insurance before the course starts, but you will need to be prepared to purchase the policy before the first day of clinicals.

Rev 4 101321
Click on the link below and it will take you to the website to purchase your insurance.

https://www.nso.com/malpractice-insurance/individuals/nursing-students

Under “Select Your Profession” click on the down arrow and choose “Student.”
Look to the right and Select “Get a Quick Quote”
Click on “Professional or Student”
Select “Student”
State of Residence “Georgia”
“Type in Profession” – “Nurses Aide”
Enter Your Graduation Date (End date of your CNA Course)
Select “Continue” – It should show $40.00
Click “Continue” – Follow the remaining instructions to enter your personal information
and pay the fee.

4. **PPD (TB) TEST:** You must complete a PPD (TB) test before the first day of class. If your TB test result is positive, you must have a chest x-ray done and the results signed by a doctor confirming that you are not infected with TB. TB test results done previously must be good within one year of the last date of clinicals scheduled for your course.

**UWG Students** who have paid their health service fees can have the TB Test completed by the UWG Health Services by appointment.

**NON-UWG Students** should go to their family Doctor, Health Department, Medical Clinics, etc., to have their TB Tests completed.

5. **CERTIFICATE OF IMMUNIZATION:** You must provide an Immunization record which shows, at a minimum, that the following immunizations have been received:

**A. MMR (MEASLES, MUMPS & RUBELLA):** Students must provide documentation from one of the following – Either “1”, “2”, or “3”:

1. MMR Immunization – 2 doses *(date must be after 1970)*: **OR**
2. Measles Immunization – 2 doses *(date must be after March 4, 1962)*; and Mumps Immunization – 2 doses *(date must be after April 22, 1971)*; and Rubella Immunization – 2 doses *(date must be after June 9, 1969)*: **OR**
3. MMR (MEASLES, MUMPS & RUBELLA) Titer showing immunity, which **MUST** include lab results and date lab was performed.

**B. HEPATITIS-B (HEP-B) IMMUNIZATION:**

**SCENARIO “A”:** If you have received the 3-step vaccination and your Hep-B Titer is POSITIVE, you must provide supporting documentation from a Nurse Practitioner, Physician’s Assistant, Medical Doctor, or Health Department that includes:

1. The date of the titer;
2. The actual lab results of the titer; and
3. Clear indication of immunity

**SCENARIO “B”:** If you do not have documentation that you have received the
3-step vaccination and your Hep-B is POSITIVE, you must have a Hep-B Titer done.

If the Hep-B Titer is POSITIVE see SCENARIO “A”.

If your Hep-B Titer is NEGATIVE:

1. Get a Hep-B booster;
2. Then obtain a Hep-B Titer 4-6 weeks later (If POSITIVE, see SCENARIO “A”; If NEGATIVE, continue to next step)
3. Get a 2nd Hep-B booster;
4. In 5 months, get a 3rd Hep-B booster;
5. 1-2 months after the 3rd booster, obtain a Hepatitis B-Titer (IF POSITIVE, see SCENARIO “A”; If NEGATIVE, see SCENARIO “D”)

SCENARIO “C”: Per CDC guidelines, if your titer remains NEGATIVE after repeating the 3-step series. You may be a “NON-responder”. In this case provide documentation from your healthcare provider identifying you as a non-responder and include all supporting documentation.

C. **VARICELLA (CHICKEN POX):** Please provide ONE of the following:

1. Documentation of two (2) doses of Varicella vaccine, four (4) weeks apart.
   - Dose 1 – Need date of immunization
   - Dose 2 – Need date or immunization
2. Date of positive titer (Including lab results and date performed) stating “immune,” signed by a Nurse Practitioner, Physician’s Assistant, Medical Doctor, or Health Department.

D. **TETANUS, DIPHTHERIA & PERTUSSIS (Tdap):** Student must provide proof of a one-time immunization for Tetanus, Diphtheria and Pertussis (Tdap). In addition to the initial immunizations, students are required to have had a tetanus booster if their last one is more than 10 years old. Verification of tetanus should be provided by a Nurse Practitioner, Physician’s Assistant, Medical Doctor, or Health Department.

E. **FLU SHOT:** Flu shots are available at the beginning of flu season, typically around September for the following year. Taking the flu shot is recommended unless you have a medical condition, substantiated by a Doctor, which would prevent you from taking the shot.

6. **HEALTH INSURANCE:** Please provide a copy of a medical insurance card. If no proof of insurance can be provided, please sign a Health Insurance waiver. The signed Health Insurance Waiver can be completed on the first day of class.

**All forms needed on this checklist should be attached to your registration confirmation. If you do not receive these items, please call Dale Fleming at 678-839-6612 ASAP.**

****Students must submit documentation for all health and professional requirements outlined within this document to the CNA Instructor on the first day of class. If you have any questions, feel free to call Dale Fleming at 678-839-6612 or email dfleming@westga.edu.****