



Northern Tier Career Center

120 Career Center Lane

Towanda, Pa. 18848-8095

(570) 265-8111 Fax: (570) 265-3002 [www.ntccschool.org](http://www.ntccschool.org)

May 1, 2019

Dear Parent or Guardian,

I am so excited to start the 2019-20 school year with your child. We have a great year planned including the Nurse Aide Certification course. I wanted to review the necessary requirements for enrollment into the Nurse Aide Class according to the regulations of the Nurse Aide Registry and PA Dept. of Education.

The first day of class, students are required to have the following completed:

1. **State Issued Photo ID-** students are not permitted to proceed with the state application for the Nurse Aide Registry until proof of ID is physically shown to me
2. **Physical including a 2 step PPD.** This skin test is a two-step process and takes about three weeks to complete so please make appointments as soon as possible.
3. **Social Security card-**students are not permitted to proceed with the state application for the Nurse Aide Registry until proof of ID is physically shown to me

When these documents are brought to me, we will then enroll them in the training course. Northern Tier Career Center will then complete the required background check and I will review the policy manual.

During the months of November and December, students will have to attend clinical. There will be three Saturdays 7am-3:30pm that students will need to arrive to their assigned clinical sites and take care of residents in a long term care facility with their instructor. There will also be three Mondays or Tuesdays from 8am-3:00pm. This is a mandatory requirement to have 40 hours of actual hands on experience. Students will need to provide their own transportation to and from clinical. This calendar will be finalized the first week of school when all required documents are turned in.

Please do not hesitate to call me or email me with any questions. Thank you very much and I look forward to helping your child start their careers in health care!

Sincerely,

Angela Koss, RN  
Health Assistant Instructor

Northern Tier Career Center  
Nurse Aide Training Program  
120 Career Center Lane  
Towanda, PA 18848-9731

**IMPORTANT NOTES FOR PARENTS AND POTENTIAL NURSE AIDE TRAINEES**

**Medical Exam MUST include a 2 step PPD**

This is mandatory to work in long term care

Please have your health care provider schedule the second PPD after the first reading of your PPD.

Students who are interested in the Nurse Aide training course for the 2019-20 school year are required to have the physical with immunizations filled in, two step PPD, and the physical signed by their health care provider upon returning to NTCC on the first day of school. Please have the physical scheduled and completed this summer.

NTCC will provide the criminal background clearances required to work in health care on Day 1 returning to NTCC. This \$10.00 fee is paid for by NTCC. NTCC will also provide training and testing. The costs are covered by the school and participating agencies.

The schedule for Nurse Aide training will be sent home on the first day of school. Tentatively, the class will start the second week of school after Labor Day. Most of the training is completed in the class at NTCC, but there is a state required clinical of 40 hours. This will occur during November-January.

**STUDENTS ARE REQUIRED TO PROVIDE THEIR OWN TRANSPORTATION TO AND FROM CLINICAL**

Thank you,

Angela Koss, RN, M.Ed Health Assistant Instructor

[akoss@ntccschool.org](mailto:akoss@ntccschool.org)

570.265.8111 ext 2101

**NORTHERN TIER CAREER CENTER  
Nurse Aide Training Program  
120 Career Center Lane  
TOWANDA, PA 18848-9731**

PRE-ENTRANCE MEDICAL EXAMINATION

NAME OF APPLICANT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_  
CITY STATE ZIP

**THIS FORM IS TO BE COMPLETED BY THE HEALTH CARE PROVIDER**

**REQUIRED IMMUNIZATIONS**

Students with incomplete immunization records will **NOT** be able to enter the clinical portion of the Nurse Aide Training Program.

1. **MMR** (Measles, Mumps, Rubella):  
#1 \_\_\_\_\_ #2 \_\_\_\_\_
  
2. **Varicella** (Chicken Pox):  
History of disease \_\_\_\_\_  
**OR**  
Varicella Vaccine Date: \_\_\_\_\_
  
3. **Tetanus/Diphtheria Toxoid:** Date \_\_\_\_\_
  
4. **Hepatitis B:** #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_
  
5. **PPD/MANTOUX** (TB skin test):

**If you have NOT HAD a 2 step PPD within the preceding 12 months then you need to do the following:**

Two Step PPD process within three weeks:

#1 Date administered: \_\_\_\_\_ Date read: \_\_\_\_\_ Result: \_\_\_\_\_ mm induration

Lot# \_\_\_\_\_ Exp.Date \_\_\_\_\_ Initials \_\_\_\_\_

#2 Date administered: \_\_\_\_\_ Date read: \_\_\_\_\_ Result: \_\_\_\_\_ mm induration

Lot# \_\_\_\_\_ Exp. Date \_\_\_\_\_ Initials \_\_\_\_\_

Pre-Entrance Medical Examination - Page 2

Height \_\_\_\_\_ Weight \_\_\_\_\_

Eyes \_\_\_\_\_ Glasses Yes \_\_\_\_\_ No \_\_\_\_\_ Vision (R) \_\_\_\_\_ (L) \_\_\_\_\_

Ears \_\_\_\_\_ Hearing Impairment \_\_\_\_\_

Throat \_\_\_\_\_ Tonsils \_\_\_\_\_

Chest \_\_\_\_\_ Lungs \_\_\_\_\_

Heart \_\_\_\_\_

Pulse rate and rhythm \_\_\_\_\_ Blood Pressure \_\_\_\_\_

Breasts \_\_\_\_\_

Abdomen \_\_\_\_\_

Tenderness \_\_\_\_\_ Palpable masses \_\_\_\_\_

Back \_\_\_\_\_ Posture \_\_\_\_\_

Genitalia \_\_\_\_\_ Menstrual History \_\_\_\_\_

Extremities \_\_\_\_\_

In my professional opinion this patient has no physical or mental disabilities and is able to lift 40 pounds. This patient is able to work in health care agencies as a student nursing assistant. This patient is free from communicable disease.

\_\_\_\_\_  
HEALTH CARE PROVIDER SIGNATURE

\_\_\_\_\_  
DATE