

Qualifications for Pre-Nurse Aide Training

1. Preference will be given to those with a high school diploma or GED, however it is not a requirement.
2. Students with 4 years or more of college are ineligible. Candidates who have certification in another medical/health related field are not disqualified, but will be considered after those without any previous training. Candidates who have been certified as nurse aides previously, but lost certification due to lack of renewal, will also be considered only after other candidates.
3. Reading level 9th grade or above per the CASAS assessment.
4. Math level 7th grade or above per the CASAS assessment.
5. Valid, unexpired PA State ID or Driver's License.

6. Successful State Police Criminal Background check.

You need to have been a resident of Pennsylvania for the past 2 years or more. Residency means that you have not changed your address with any state agency such as getting a driver's license or other ID showing an out-of-state address. You **MUST** submit your driver's license or state ID at your interview. Those with a shorter residency will require, per the State of PA, an [FBI background check](#). This takes an estimated 2 weeks and must be completed in order for your application to be considered. PREFERENCE for this program will first be given to those with **NO** criminal record—that includes any and all past summary charges, misdemeanors, and felonies. [All felonies and certain misdemeanors](#) also are automatic disqualifiers for nurse aide training by State of PA law.

7. Physically fit and able to lift 40 pounds, free of communicable diseases.

TB test (tuberculosis free) as certified by a physician. Preference will be given to those completing testing or at the least beginning testing prior to the beginning of the Pre-Nurse Aide class. Proof is to be submitted prior to final consideration of candidacy. The test must be a 2-step Mantoux TB Test (**7-21 days after the first PPD is read, Step 2 can be administered**).

Note: TB test reports are to be completed on a proper HACC form which is either attached to this form or can be obtained from Employment Skills Center.

*If you are pregnant, you **MUST** provide a letter from your doctor granting permission to participate in this program. *This includes the ability to lift 40 pounds during both the pre-clinical and clinical portions of the program (approximately 6 weeks in duration).*

These are only a few of the requirements for the training, and completion does not guarantee a place in class. Since testing is valid for one year, it will give candidates the opportunity to reapply without further testing or to apply directly to HACC for Nurse Aide training within the year. Funding is restricted by participant zip codes and is subject to change between program sessions.

8. Those candidates contacted for an interview(s) will be evaluated for a place in the program.



Workforce Development Program Manager
29 South Hanover Street
Carlisle, PA 17013
Phone: 717-243-6040
Fax: 717-243-6030

Nurse Aide Training—Application Procedure

Our pre-nurse aide training sessions are conducted in Carlisle. The classes are scheduled for 2 or 3 weeks and are held at the Employment Skills Center from 9:00 am to 3:30 pm, Monday through Friday, or Monday through Thursday.

Those who successfully complete our pre-nurse aide training class will be eligible to continue on to the state-approved nurse aide training class for an additional 18 days. The state-approved course closely follows our pre-nurse aide course and continues in various locations in Central PA. Candidates are asked, where possible, to be flexible as to their placement in any of the available sites. More details will be given during the pre-nurse aide class.

Qualifications and Application

Candidates review a copy of the *Qualifications* as well as the *Clarification of Criminal Background Acceptability for Pre-Nurse Aide Training*. Once you review these items and believe that you still qualify for consideration as a candidate, sign the *Clarification of Criminal Background Acceptability* and fill out an *Initial Contact Candidate Application*. Be sure that all items have been completed and answered accurately.

Testing

Candidates will take the CASAS test in Reading and Math. This will give evaluators a grade level for consideration. You can come to the Center for testing Monday through Thursday. Employment Skills Center is open from 8:30 am to 4:30 pm. Since the testing takes up to 3 hours, candidates will be encouraged to come earlier rather than later. Those candidates who wish to take the CASAS testing upon filling out the Initial Application can do so with the understanding that this is part of an application process and does not secure a place in the class.

Registration & Information Sessions

We will hold a group registration and information session to provide all applicants with further information about the program, complete additional paperwork, and test those applicants who have not yet completed Reading and Math assessments. Candidates will be given an assignment and asked to complete additional steps as part of their application. Candidates will be asked to submit \$22 for a state police background check and to present their PA state photo ID or driver's license.

Interview

Students who meet the minimum qualifications for the program will be interviewed by the program coordinator.

SELECTION IS COMPETITIVE AND IS BASED ON A NUMBER OF FACTORS. TAKING AND "PASSING" THE TESTS AND FILLING OUT THE INTITAL APPLICATION IS NOT ACCEPTANCE. THOSE ACCEPTED WILL BE INFORMED BY EMAIL OR LETTER AFTER THE INTAKE PROCESS IS COMPLETED.