



# Nurse Assistant Program Application Instructions

**(Merced & Los Banos)**

Revised January 31, 2024

- ▶ Visit the [Merced College Nurse Assistant website.](#)

- ▶ View the upcoming CNA workshop dates.

- ▶ Refer to the **Schedule of Classes** for specific ALLH-63 class dates and times.

- 
- ▶ Review the Application Process, steps 1-4.

# 1.) Apply for Merced College Admission

- ▶ Follow the 5 easy steps to apply at Merced College in order to obtain a student ID and email.
- ▶ Apply to Merced College the same semester that you apply to the program in order to maintain an active school email address.

## 2.) Entrance Requirement

- ▶ Applicants must be at least 16 years old and a junior in high school to apply.

**Note: High School students will need to submit a K-12 form to register for the course IF your application is accepted. Please talk with your high school counselor for more information.**

## 3.) Review the Nurse Assistant Application Instructions.

(This PowerPoint provides the instructions.)



## 4.) Apply to the Nurse Assistant Program

Submit your complete application during the application window listed above. **Applications will be accepted on a first-come, first-served basis. ALL of the items listed on the Check-Off sheet must be IN HAND and COMPLETE at the time you apply.** Failure to do so will result in your application not being accepted.

- ▶ Review the Estimated Program Costs.

► Review the **Nurse Assistant Training Program Student Handbook.**

You are responsible for reading the entire handbook before submitting your application.

▶ Print the Application Packet.

▶ All information on the top of this form is required to be filled out.

▶ Complete the items listed.

▶ After reviewing the Nurse Assistant Student handbook, sign and date this form.

▶ Allied Health students must adhere to clearance requirements in order to be accepted into, and continue enrollment in, Allied Health Programs' clinical courses. Requirements include background checks and vaccinations. Merced College follows the requirements put in place by our clinical partners.

Merced College  
Nurse Assistant Training Program

Check-Off Form

Name \_\_\_\_\_ MC Student I.D. # \_\_\_\_\_

Language most spoken at home\* \_\_\_\_\_ Other language(s) spoken (If applicable)\* \_\_\_\_\_

Ethnicity/ies\* \_\_\_\_\_ *All items listed are required. \*These responses are collected for grant purposes.*

**Attention:** Upon verification of your Nurse Assistant Program documents, you will be issued a registration voucher (space permitting). You will not be able to register in the ALLH-63 course without the voucher.

**All documents listed below must be submitted at the time you apply, no exceptions. You must provide your own copies.**

Please submit the documents in this order:

- Apply for College Admission.** Complete appropriate registration procedures and obtain a Student I.D. card. Further Registration information is available online: <https://www.mccd.edu> – Select the “Enroll” feature, then follow the steps provided.  
*High School Students – You must be at least 16 years old and a junior in high school in order to take this course. If your application is accepted, you may need to submit a k-12 form. Please talk with your high school counselor for more information.*
- Nurse Assistant Check-Off Form (This Form)**
- Three (3) copies of the Nurse Assistant Initial Application - CDPH 283 B form** (see Table of Contents) - The form is located online: [www.cdph.ca.gov](http://www.cdph.ca.gov). Follow instructions provided in the Nurse Assistant Orientation Video. Always use the most current form on the website.  
*All students are required to be fingerprinted and possess a current California ID or Driver's License. Fingerprinting may take place on the day you apply or on a separate date, should your application be accepted. Further information will be provided at the time you apply.*
- Health Evaluation** (See Table of Contents). This needs to be completed within 6 months of class start date – Example: If you are taking the Spring class which starts in January, your health evaluation would be completed between July and the application date.
- COPY of negative TB skin test or QuantIFERON-TB (QFT) blood test.** If positive, a negative chest x-ray is needed. This needs to be completed within 6 months of class start date – Example: If you are taking the Fall class which starts in August, your health evaluation would be completed between February and the application date.
- COPY of CPR card for the BLS Provider, Healthcare Provider or Professional Rescuer - certification must not expire the semester you are in the program.** The American Heart Association (AHA) name/logo must be printed on your CPR card/certificate.
- Flu (Influenza) Vaccine** - The flu vaccine is seasonal. Spring - required at time of application; Summer - not required; Fall - required once it becomes available, usually around September
- COVID-19 Vaccine/Booster** - Must have at least 1st vaccine at time of application. Subsequent doses will need to be submitted as you become due for them. Follow the current guidelines provided by the Centers for Disease Control and Prevention (CDC) for obtaining additional doses. Weekly testing may be required in program.

Having read all of the Merced College Nurse Assistant Training Program Student Handbook with care, I both understand and accept the responsibilities of my role as a Nurse Assistant student at Merced College.

Signature \_\_\_\_\_

Date \_\_\_\_\_

► The documents provided are examples for the Merced Campus.

► Visit the CDPH website to complete the [CDPH 283B form](#).

► Follow example closely.

► You must provide 3 copies.

To complete this form, please visit [www.cdph.ca.gov](http://www.cdph.ca.gov) and search for "cdph283b"

EXAMPLE for Merced Campus

State of California- Health and Human Services Agency  
**Must be typed.**  
 Print 3 copies of this form!  
 (Pages 1 & 2 ONLY, page 3 is an instruction sheet. We do not need you to print/submit that page.)

MAIL OR FAX APPLICATION TO:  
 California Department of Public Health (CDPH)  
 Licensing and Certification Division (L&C)  
 Healthcare Workforce Branch (HWB)  
 MS 3801, P.O. Box 957416  
 Sacramento, CA 95899-7416  
 PHONE: (916) 327-2445 FAX: (916) 552-8785

**CERTIFIED NURSE ASSISTANT (CNA)  
 INITIAL APPLICATION**  
 (See instructions on the reverse)

SECTION I (REQUIRED)

TYPE OF REQUEST  
 Check here if you are enrolling in a CNA training program (complete sections I, II, III, IV, and V)  
 Check here if you are requesting RECONSIDERATION for a previously revoked/denied certificate (complete sections I, II, III and V)

SECTION II (REQUIRED)

Last Name Sample Person	Name entered must match name on ID/DL EXACTLY.	First Name Merced	MI B.	Sex <input checked="" type="radio"/> Male <input type="radio"/> Female
Public Address (Required) – Subject to Public Records Act Request release* 1234 Merced St.		City Any Town	State CA	Zip Code 95348
Confidential Address (Required)- (For CDPH Use only. If left blank all departmental mail will be sent to the address above)		City	State	Zip Code
Date of Birth 02/29/00	Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) 1 2 3 - 4 5 - 6 7 8 9 **If you use an invalid SSN, your application process may be delayed	Driver's License /State ID Number Number: A1234567 State: CA		
Phone Number *** (209)999-9999		Email Address*** mercedsampleperson@yahoo.com		

By checking this box, you agree to receive text messages from the California Department of Public Health (CDPH) for reminders and notifications regarding your application and/or certification. You may receive up to 5 messages per month. Message and data rates may apply. By checking this box, you agree to the Terms and Conditions and Privacy Policy. Reply "STOP" to opt-out, and "HELP" for help.

SECTION III (REQUIRED)

1) Have you been CONVICTED, at any time, of any crime, other than a minor traffic violation? (You need not disclose any marijuana-related offenses specified in the marijuana reform legislation and codified at the Health and Safety Code, Sections 11361.5 and 11361.7).  
 Yes  No  
 If yes, list conviction: \_\_\_\_\_ Date: \_\_\_\_\_  
 Court of conviction: \_\_\_\_\_

2) Has any health-related licensing, certification or disciplinary authority taken adverse action (revoked, annulled, cancelled, suspended, etc.) against you?  
 Yes  No  
 Type of License/Certificate: \_\_\_\_\_  
 License/Certificate Number: \_\_\_\_\_  
 Type of Action: \_\_\_\_\_

Check one box for each question.  
 IF yes, fill in the blanks.

SECTION IV (IF APPLICABLE) Address must be filled in EXACTLY as shown below.

Name of school or facility where you received/will receive the CNA training Merced College	Telephone Number (209)384-6000		
Mailing Address (Number Street or P.O. Box number) 3600 M Street	City Merced	State CA	Zip Code 95348
California Training Program ID Number for CNA (Required) CNA: LEAVE BLANK	Beginning Date of Training LEAVE BLANK (mm/dd/yy)	End Date of Training LEAVE BLANK (mm/dd/yy)	

SECTION V (REQUIRED)

I certify under penalty and perjury under the applicable state and federal laws that the information contained in this application and supporting documents, is true and correct. I further understand that any false, incomplete, or incorrect statements may result in denial of this application. I acknowledge that signing this document through electronic means shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record keeping system to the fullest extent permitted by applicable law.

LEAVE BLANK \_\_\_\_\_ LEAVE BLANK \_\_\_\_\_  
 Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

SECTION VI: TO BE COMPLETED BY THE REGISTERED NURSE RESPONSIBLE FOR THE GENERAL SUPERVISION OF THE TRAINING PROGRAM

I certify that this individual has successfully completed state and federal nurse assistant training requirements and is eligible to take the Competency Evaluation (only applies to students that have recently completed a CNA Training Program in CA). LEAVE BLANK _____ LEAVE BLANK _____ Printed Name _____ Title _____ LEAVE BLANK _____ LEAVE BLANK _____ Signature _____ Date _____	FOR VENDOR USE ONLY
---	---------------------

It is YOUR responsibility to enter your information correctly on this form.  
 You should double and triple-check all information before submitting.

► The documents provided are examples for the **Los Banos Campus.**

► Visit the CDPH website to complete the **CDPH 283B form.**

► Follow example closely.

► You must provide 3 copies.

To complete this form, please visit [www.cdph.ca.gov](http://www.cdph.ca.gov) and search for "cdph283b"

**EXAMPLE for Los Banos Campus**

State of California- Health and Human Services Agency  
**Must be typed.**  
**Print 3 copies of this form!**  
(Pages 1 & 2 ONLY, page 3 is an instruction sheet. We do not need you to print/submit that page.)

MAIL OR FAX APPLICATION TO:  
 California Department of Public Health (CDPH)  
 Licensing and Certification Division (L&C)  
 Healthcare Workforce Branch (HWPB)  
 MS 3301, P.O. Box 997416  
 Sacramento, CA 95899-7416  
 PHONE: (916) 327-2445 FAX: (916) 552-8785

**CERTIFIED NURSE ASSISTANT (CNA)  
 INITIAL APPLICATION**  
(See instructions on the reverse)

---

**SECTION I (REQUIRED)**

**TYPE OF REQUEST**  
 Check here if you are enrolling in a CNA training program (complete sections I, II, III, IV, and V)  
 Check here if you are requesting RECONSIDERATION for a previously revoked/denied certificate (complete sections I, II, III and V)

---

**SECTION II (REQUIRED)**

Last Name <b>Sample Person</b>	<b>Name entered must match name on ID/DL EXACTLY.</b>	First Name <b>Los Banos</b>	MI <b>B.</b>	Sex <input checked="" type="radio"/> Male <input type="radio"/> Female
Public Address (Required) – Subject to Public Records Act Request release*	City	State	Zip Code	
<b>1234 Los Banos St.</b>	<b>Any Town</b>	<b>CA</b>	<b>93635</b>	
Confidential Address (Required)- (For CDPH Use only. If left blank all departmental mail will be sent to the address above)	City	State	Zip Code	

Date of Birth <b>02/29/00</b>	Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) <b>9 8 7 - 6 5 - 4 3 2 1</b>	Driver's License /State ID Number Number: <b>A7654321</b> State: <b>CA</b>
(mm/dd/yy) <b>**If you use an invalid SSN, your application process may be delayed</b>		

Phone Number \*\*\* **(209) 777-7777**

Email Address\*\*\*  
**losbanosampleperson@yahoo.com**

By checking this box, you agree to receive text messages from the California Department of Public Health (CDPH) for reminders and notifications regarding your application and/or certification. You may receive up to 5 messages per month. Message and data rates may apply. By checking this box, you agree to the Terms and Conditions and Privacy Policy. Reply "STOP" to opt-out, and "HELP" for help.

CDPH 283 B (01/22) This form is available on our website at: [www.cdph.ca.gov](http://www.cdph.ca.gov) Page 1 of 3

**SECTION III (REQUIRED)**

1) Have you been **CONVICTED**, at any time, of any crime, other than a minor traffic violation? (You need not disclose any marijuana-related offenses specified in the marijuana reform legislation and codified at the Health and Safety Code, Sections 11361.5 and 11361.7).  
 Yes  No  
 If yes, list conviction: \_\_\_\_\_ Date: \_\_\_\_\_

2) Has any health-related licensing, certification or disciplinary authority taken adverse action (revoked, annulled, cancelled, suspended, etc.) against you?  
 Yes  No  
 Type of License/Certificate: \_\_\_\_\_  
 License/Certificate Number: \_\_\_\_\_  
 Type of Action: \_\_\_\_\_

**Check one box for each question.**  
**IF yes, fill in the blanks.**

---

**SECTION IV (IF APPLICABLE)** **Address must be filled in EXACTLY as shown below.**

Name of school or facility where you received/will receive the CNA training <b>Merced College - Los Banos Campus</b>			Telephone Number <b>(209)384-6000</b>
Mailing Address (Number Street or P.O. Box number) <b>22240 Highway 152</b>	City <b>Los Banos</b>	State <b>CA</b>	Zip Code <b>93635</b>
California Training Program ID Number for CNA (Required) CNA: <b>LEAVE BLANK</b>	Beginning Date of Training <b>LEAVE BLANK</b> <small>(mm/dd/yy)</small>	End Date of Training <b>LEAVE BLANK</b> <small>(mm/dd/yy)</small>	

**SECTION V (REQUIRED)**

I certify under penalty and perjury under the applicable state and federal laws that the information contained in this application and supporting documents, is true and correct. I further understand that any false, incomplete, or incorrect statements may result in denial of this application. I acknowledge that signing this document through electronic means shall have the same legal validity and enforceability as a manually executed signature or use of a paper-based record keeping system to the fullest extent permitted by applicable law.

**LEAVE BLANK** \_\_\_\_\_ **LEAVE BLANK** \_\_\_\_\_  
 Signature of Applicant Date

**SECTION VI: TO BE COMPLETED BY THE REGISTERED NURSE RESPONSIBLE FOR THE GENERAL SUPERVISION OF THE TRAINING PROGRAM**

I certify that this individual has successfully completed state and federal nurse assistant training requirements and is eligible to take the Competency Evaluation (only applies to students that have recently completed a CNA Training Program in CA).

Printed Name <b>LEAVE BLANK</b>	Title <b>LEAVE BLANK</b>
Signature <b>LEAVE BLANK</b>	Date <b>LEAVE BLANK</b>

**FOR VENDOR USE ONLY**

**It is YOUR responsibility to enter your information correctly on this form.**  
**You should double and triple-check all information before submitting.**



▶ **This needs to be completed within 6 months of class start date.**

▶ **As a reminder, make sure your Health Care Provider signs and stamps the bottom of this form. A business card can be provided in place of a stamp.**



Merced College  
Allied Health  
Physical Health Evaluation

Name	Date of Birth
Address, City, State, Zip	
Email Address	Phone

**To be filled out by Health Care Practitioner, Physician Assistant, or Nurse Practitioner**

For the student's safety it is important to identify any family and/or personal history of current/past medical problems that would affect the student's ability to participate fully in an Allied Health Program. *The CNA, LVN, RN, RT and SONO Programs require the student to be able to stand, bend, perform heavy lifting, and twist frequently in providing care to patients during procedures. Additionally, the student must be able to make rapid, sound decisions related to patient safety.*

Vital Signs: Temp. \_\_\_\_\_ Pulse \_\_\_\_\_ Resp \_\_\_\_\_ BP \_\_\_\_\_

Vision: R \_\_\_\_\_ L \_\_\_\_\_ Hearing: R \_\_\_\_\_ L \_\_\_\_\_

Heart: \_\_\_\_\_ Lungs: \_\_\_\_\_

Back Injuries/Deformities: \_\_\_\_\_

ABD: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

By signing below, I CONFIRM this patient's History AND Physical Condition adequate for them to fully participate in the Allied Health Program.		
_____	_____	_____
Date	Health Care Professional	Facility Stamp OR Attach Provider Business Card



▶ **Negative TB skin test or QuantiFERON-TB (QFT) blood test. If positive, a negative chest x-ray is needed. This needs to be completed within 6 months of class start date.**

▶ **Flu (Influenza) Vaccine - The flu vaccine is seasonal. Spring - required at time of application; Summer - not required; Fall - required once it becomes available, usually around September.**

## **TB Testing & Flu (Influenza) Vaccine**

### **TB:**

Students must have a TB skin test or QuantiFERON-TB (QFT) blood test (**within six months of the start of class**) or negative chest x-ray. These must be completed annually while in an Allied Health program.

### **Flu (Influenza) Vaccine:**

The flu vaccine is seasonal. Spring - required at time of application; Summer - not required; Fall - required once it becomes available, usually around September

### **Registered Merced College Students -**

Student Health Services provides free TB testing & flu vaccinations to **current** Merced College students who have paid their Student Health Fee. Contact them for current offerings and to schedule an appointment.



#### **Merced Campus**

Student Health Services –  
Student Union Building  
Phone: (209) 384-6045



#### **Los Banos Campus**

Student Health Services –  
Student Services Building  
Phone: (209) 384-6045

If you are not currently enrolled in a Merced College course, please check with your doctor's office or try searching "TB Testing Near Me" to find a location near you. The flu (influenza) vaccines are often offered at local pharmacies such as Rite Aid, CVS, etc.

▶ **The American Heart Association (AHA) name/logo must be printed on your CPR card/certificate.**

▶ **The required certification is for the BLS Provider, Healthcare Provider or Professional Rescuer**

▶ **Certification must not expire the semester you are in the program.**

# CPR Certification

for SONO, RADT, RN, LVN, & CNA students

**BLS Provider, Healthcare Provider or Professional Rescuer**

The American Heart Association (AHA) name/logo must be printed on your CPR card/certificate. Any CPR card/certificate presented without it will NOT be accepted.

*Prices and locations subject to change at any time.*

## Merced College

Cost: \$6

Contact Sal Lomeli for more info at [salvador.lomeli1837@mccd.edu](mailto:salvador.lomeli1837@mccd.edu)

## CPR Instructor, Raj Mehat

Cost: \$30

Contact Raj Mehat for more info at [sukhraj.mehat@mccd.edu](mailto:sukhraj.mehat@mccd.edu)

## Memorial Hospital Los Banos

520 I St., Los Banos

Cost: \$30

Contact: 826-0591 ext. 50331 or 50244

## First Lady Permanente, LCC

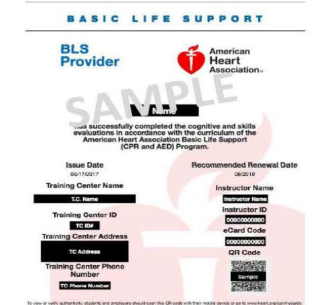
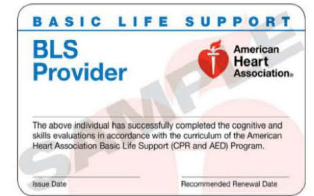
901 Geer Rd., Turlock

Cost: \$65, plus \$20 for required book

Use Online Code "HOSPITAL" for \$5 off.  
(Input at checkout)

Contact: 250-1200

[www.firstladypermanente.com](http://www.firstladypermanente.com)



Further training sites can be found on the American Heart Association website: <https://cpr.heart.org>

Select, "Find A Class" in the top-right corner.

The BLS for Healthcare Providers CPR/AED Course trains participants to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations and provide early use of an AED (Automated External Defibrillator). In the Instructor-led course, student participate in simulated clinical scenarios and learning stations. Students work with an AHA BLS certified instructor to complete BLS skills practice and skills testing. Students also complete a written exam. This provider course requires approximately 4 hours to complete, including skills practice and skills testing.

- ▶ **COVID-19 Vaccine/Booster - Must have at least 1st vaccine at time of application. Subsequent doses will need to be submitted as you become due for them. Follow the current guidelines provided by the Centers for Disease Control and Prevention (CDC) for obtaining additional doses. Weekly testing may be required in program.**

## COVID-19 Vaccination Record Card

Please keep this record card, which includes medical information about the vaccines you have received.

Por favor, guarde esta tarjeta de registro, que incluye información médica sobre las vacunas que ha recibido.



Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Date of birth \_\_\_\_\_ Patient number (medical record or IIS record number) \_\_\_\_\_

Vaccine	Product Name/Manufacturer Lot Number	Date	Healthcare Professional or Clinic Site
1 <sup>st</sup> Dose COVID-19	.....	mm / dd / yy	
2 <sup>nd</sup> Dose COVID-19	.....	mm / dd / yy	
Other		mm / dd / yy	
Other		mm / dd / yy	

The following examples are meant for your reference only. Your completed application may appear slightly different to these examples:

- ▶ [Example Application for Merced Campus](#)
- ▶ [Example Application for Los Banos Campus](#)



▶ View the future application submission dates on the [Nurse Assistant website.](#)

# Note:

- ▶ All items listed on the “Check-Off Form” must be in-hand and complete at the time you apply.
- ▶ Applications are accepted on a first-come, first-served basis.
- ▶ An extra set of eyes is helpful to ensure you have everything complete & accurate.
- ▶ It is **YOUR** responsibility to check the website on a regular basis for any updates/changes.

# Questions ?

Contact:

**Xochitl Tilley, RN, MSN, FNP – Program Director**

[xochitl.tilley@mccd.edu](mailto:xochitl.tilley@mccd.edu)

**Morgan Hutchens – Program Assistant**

[morgan.hutchens@mccd.edu](mailto:morgan.hutchens@mccd.edu)

**Norma DeLaTorre – Area Administrative Coordinator**

[delatorre.n@mccd.edu](mailto:delatorre.n@mccd.edu)