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| UNCERTIFIED NURSES AIDES CONDITION OF EMPLOYMENT | | | | NO. | |
| I understand that my employment at Winning Wheels is contingent upon my being certified within the guidelines issued by the state and federal regulations. These guidelines state that the nursing assistant must begin class within 45 days of employment and be on the Nurse Aide Registry as a CNA within 120 days.  Based on these guidelines, I understand I am to begin class by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and be on the Nurse Aide Registry as a CNA by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I understand I cannot have more than two (2) class absences, or I will be terminated from class. I understand failure to comply may lead to termination of employment. If extenuating circumstances are present, I may be allowed to make up clinical hours at my own expense, at the discretion of my supervisor.  I understand that Winning Wheels has agreed to pay for my tuition and books to become certified. The facility will also assist me in enrolling in class; however I understand that it is my responsibility to get myself on the waiting list for class and become enrolled.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Employee Signature Date | | | | | |
| Approved: | Effective Date:  8/2016 | Revision Date:  3/17 | Change No.: | | Page:  1 of 1 |