



# WISSOTA HEALTH AND REGIONAL VENT CENTER

## CNA TRAINING FACT SHEET

- All trainees must fill out an application, questionnaire, and Background Disclosure form to be considered for the class.
- After an applicant has been approved for the class, payment of the class fee will guarantee that a spot will be held for that applicant.
- The entire class fee amount of \$625.00 is required to be paid prior to the first day of class.
- Class size is limited to 8 students.
- Scrubs of any color, and white nursing uniform shoes or white tennis shoes are required by the 3<sup>rd</sup> day of class.
- If a trainee becomes a Wissota Health and Regional Vent Center employee, a portion of the cost of the class will be reimbursed. (Wissota Health and Regional Vent Center will reimburse the employee after we receive the reimbursement from the State of Wisconsin). Reimbursement is usually received no later than 9 months after being requested. The employee must pass the competency exam and be listed on the State of Wisconsin's Nurse Aide Registry in order to be eligible for the reimbursement.
- If a trainee does not become an employee of Wissota Health and Regional Vent Center, the trainee may be able to seek reimbursement through another state approved facility. Reimbursement amounts will vary at other facilities.
- Attendance is MANDATORY for all 120 hours of class.
- ABSOLUTELY NO REFUNDS will be given after the class begins. Refunds will only be granted if the trainee notifies us 10 days prior to the first day of class.
- Administration reserves the right to remove any trainee due to misconduct of any kind.