

SANTA ROSA JUNIOR COLLEGE

NURSE ASSISTANT PROGRAM

NRA 150A

ORIENTATION PACKET

Revised August 2026

YOUR GUIDE TO PROGRAM, CLINICAL, AND STUDENT REQUIREMENTS

Please read this packet carefully and keep a copy for your records.



START HERE

Use this page as your quick-start guide. Complete the items that apply to you and keep copies of everything you submit.

Priority	What you need to do
1	Attend the orientation meeting and review the class calendar and program requirements.
2	Confirm that you are on the MAIN ROSTER (not the wait list) before purchasing items whenever possible.
3	Start TB testing ASAP. The 2-step process requires multiple appointments and strict timing.
4	Complete CPR/BLS, physical evaluation, Live Scan, photo IDs, and required immunizations.
5	Submit all required clinical documentation to the Program Director by the deadline: 2 weeks before clinical starts.
6	Keep copies of EVERYTHING you turn in.

Important

Grant funding may pay for many program items, but funding changes each semester. Wait until after orientation for current instructions before purchasing required items.

Students on the wait list are encouraged to attend the first day of class. Students who fail to show up on the first day of class will be dropped.

If you have questions about program requirements, contact the Program Director.

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NRA 150A PROGRAM REQUIREMENTS

Welcome to the SRJC Nursing Assistant Program. This packet contains essential information and forms needed to complete program and clinical requirements.

Before you begin

- Attend the orientation meeting. You will receive an overview of the program, review the class calendar, and receive an explanation of requirements.
- Do not purchase items until you are confirmed on the MAIN ROSTER (not the wait list), unless your instructor/program director tells you otherwise.
- Grant funding is available for many items, but coverage changes each semester. Wait until after orientation for current information.
- Make copies of all paperwork before submitting it to the Program Director.

If you are on the wait list

Bear Cub Hub will send students notification that a spot has opened on the roster. If the student at #1 on the wait list does not respond within 24 hours, the student will be dropped from the wait list, and a notification will be sent to the next person on the wait list. It is important that students check their @bearcubhub email address daily. It is strongly recommended that wait-listed students attend the first day of class in case there are no shows from the roster. Roster students who fail to attend the first day of class will be dropped.

This packet includes

- Screening Checklist
- General Immunization Information Sheet and 2-Step PPD FAQ
- CNA Orientation Cost Sheet
- Book List
- CNA Attire & Supplies
- CPR Resource List
- CNA Student Phone Directory
- Live Scan information and identification requirements

CNA SCREENING CHECKLIST

ALL CLINICAL DOCUMENTATION IS DUE 2 WEEKS BEFORE CLINICAL STARTS. PLEASE REVIEW THE DAILY SCHEDULE FOR LECTURE, SKILLS LAB, AND CLINICAL HOURS.

Keep copies of everything you turn in.

Requirement	Timing / details	Turned in
★ PPD #1 (TB test)	Before clinical. Must be read in 48–72 hours. If positive, obtain chest X-ray clearance form from Student Health Services.	☐
★ PPD #2 (TB test)	One week after PPD #1; must also be read in 48–72 hours.	☐
CPR / BLS	Health Care Provider/BLS. Must include Adult, Child, Infant, choking maneuvers, and AED. Must be AHA-approved and display the AHA logo. Recertify every 2 years.	☐
Live Scan	Complete the Live Scan verification application and bring it to your appointment in class. PAID FOR BY SRJC.	☐
Photo ID	Purchase photo ID fee receipt at Bailey Hall Accounting Department and bring receipt to class. Two IDs are recommended.	☐
★ Flu shot (Fall semester only)	Must be completed by 2 weeks before clinical.	☐
Physical evaluation	Complete required physical evaluation.	☐
★ COVID vaccine	Follow current program/clinical requirements.	☐

PPDs and Physical Evaluation can be obtained at Student Health Services. Call (707) 527-4445 to schedule an appointment.

IMMUNIZATION INFORMATION & FAQ

Requirement	Number / timing	Approximate charge
PPD / TB skin test	Two tests, 1 week apart; readings 48–72 hours after placement. Alternatives: negative chest X-ray or Quantiferon Gold blood test.	Free at Student Health Services
Influenza vaccine	One injection; generally given September–December and repeated yearly.	\$10–20 (may vary)
COVID vaccine	Varies by vaccine type. Check CDPH or CDC for current information.	Varies

2-Step PPD: What you need to know

What is a PPD?

A PPD is a TB skin test. A small amount of solution is injected just under the skin of the forearm. It must be read 48–72 hours later. In a 2-step PPD, the process is repeated one week later.

What does “2-step” mean?

You receive the first PPD and have it read 48–72 hours later. On the day it is read, you make an appointment to return one week later for the second PPD. The second PPD is also read 48–72 hours after placement. There are no exceptions to this timeline.

What if my doctor says I only need one?

The college and clinical facilities require the 2-step PPD described above.

Where can I get the tests?

Student Health Services provides 2-step PPD testing free of charge. Appointments are required; do not drop in. You may also have testing done at your physician’s office.

If you have received the BCG vaccine, do NOT get a PPD test. A negative chest X-ray or Quantiferon Gold test is also accepted. Contact Student Health Services for more information.

NRA 150 NURSING ASSISTANT PROGRAM

STUDENT COSTS

These are approximate prices and estimates for planning purposes. Costs may change.

Item	Estimated cost	Funding / note
Skills lab pack	\$70	Paid by grant funding
2 photo IDs	\$8	Student purchase
Textbook	\$70	Loaner copies available; grant funding
Workbook	\$20	Grant funding
State Certification Exam (Credentia)	\$120	Grant funding
Live Scan fingerprinting	\$49	Grant funding
Burgundy scrubs (2 sets)	\$70	Grant funding

Additional costs

Item	Approximate cost
CPR for Health Professional	\$70+
Physical exam	Varies by provider
2-step PPD TB tests at SRJC Student Health	Free
Influenza immunization at SRJC Student Health	\$15
2 sets burgundy scrubs at Santa Rosa Uniform & Career Apparel, Inc.	\$70
White walking shoes	Varies
Analog watch	Varies

If needed, contact a financial counselor. Community clinic information is available through Student Health Services.

BOOK LIST FOR NRA 150A

Prices may vary.

Resource	Details	Cost
CNA: Nursing Assistant Certification, California Edition, 2nd Ed.	Carrie L. Jarosinski ISBN 9781941626665	\$66.25
Workbook to Accompany CNA: Nursing Assistant Certification, California Edition, 2nd Ed.	Lisa Rae Whitley ISBN 9781941626825	\$22.50
Model Curriculum NATAP State Curriculum	State Curriculum, 17 Modules	Available online

Online curriculum

California Health Workforce Initiative — curriculum access:

<https://ca-hwi.org/curriculum/access-curriculum/>

NURSING ASSISTANT ATTIRE & SUPPLIES

Skills Lab & Clinical

- Burgundy/maroon scrubs: pants and short-sleeve uniform top. Two sets are recommended. Scrubs must be plain, with pockets; no stripes, designs, or embellishments.
- White walking shoes: closed toe and heel. All-white sports shoes are allowed. No Crocs with holes, colored stripes, canvas, or netting.
- White socks.
- White sweater or sweatshirt, if desired.
- No T-shirts, jeans, or sweats in the skills lab.
- Tattoos must be covered according to facility policy.
- Hair must be a natural color.
- No visible piercings other than 1–2 in each ear.
- No long acrylic nails or extra-long, poorly adhered fake eyelashes.

Supplies

- Notebook or binder with lined 8½ × 11 paper
- Black fine-point ballpoint pens
- One small pocket notebook
- Analog watch with second hand for vital signs — Apple Watch not allowed
- Two photo ID name tags (paid for at Accounting Office, Bailey Hall; obtained in Health Science office on designated date with receipt)

Skills Lab Pack

Provided on the first day of skills lab:

- 1 box exam gloves
- 1 isolation gown and mask
- Manual blood pressure cuff
- Stethoscope
- 1 box alcohol wipes
- Gait/transfer belt
- Surgical cap

CPR RESOURCE LIST

Health Care Provider CPR for Adult, Child, and Infant, with AED, is required for NRA 150A.

REQUIREMENTS

- Must be American Heart Association (AHA) approved.
- Must say “BLS” on the card.
- Must include AED, Adult, Child, Infant, and choking maneuvers.

Local resource

Leo Clamar — Health First Training
Wikiup Professional Park
160 Wikiup Dr. #104
Santa Rosa, CA 95403
Phone: (707) 528-3362
Email: savealifecpr@sbcglobal.net
Website: www.CPR-ASAP.com
Cost to SRJC students: \$70

CNA STUDENT PHONE DIRECTORY

Resource	Phone
Campus Police	(707) 527-1000
Health Science Office	(707) 527-4272
Student Health	(707) 527-4445
Hope Center	(707) 527-4809
ESL Tutorial Office	(707) 527-4382
Bookstore	(707) 527-4321
EOPS	(707) 527-4383
Financial Aid	(707) 527-4471
Admissions and Records	(707) 527-4685
Academic Counseling	(707) 527-4451
Learning Skills	(707) 527-4278
Scholarships	(707) 527-4740

FACULTY & COMMUNITY RESOURCES

Faculty

Name	Role / contact
Tiffany Lundqvist	Program Coordinator tlundqvist@santarosa.edu Office: (707) 522-2874
Tamara Anderson	Skills Instructor tanderson@santarosa.edu
Mary Doll	Skills/Clinical Instructor mdoll@santarosa.edu
Cheri Labrador	Skills/Clinical Instructor clabrador@santarosa.edu
Ron Redmon	Skills/Clinical Instructor rredmon@santarosa.edu
Stephanie Wickwire	Skills/Clinical Instructor swickwire@santarosa.edu

Community Resources

Resource	Phone
Public Health	(707) 565-4820
Ombudsman	(707) 565-5900

SRJC Health Science Policies & Procedures

- SRJC District Policy and Student Conduct — Board Policy Manual:
<https://www.boarddocs.com/ca/santarosa/Board.nsf/Public?open=&id=policies>
- Student Conduct: <https://student-conduct.santarosa.edu/>
- Academic Integrity: <https://rightsresponsibilities.santarosa.edu/academic-integrity>

Web Links to Forms

SRJC Health Evaluation Form:

https://nursingassistant.santarosa.edu/sites/nursingassistant.santarosa.edu/files/documents/SRJC_CNA_Health_Evaluation_Revised%20_2026.pdf

Bring this form to your physical exam. Your doctor will need to sign it.

LIVE SCAN INFORMATION

All students entering the CNA program are required to obtain a Live Scan (fingerprint) criminal background check. This must be completed by the deadline provided by the CNA Program Director.

Clinical clearance

- Live Scan results are evaluated by the California Department of Public Health (CDPH).
- CDPH must approve and clear you for clinical before clinical placement.
- It is the student's responsibility to contact CDPH to obtain clearance by calling the automated system at (916) 327-2445.
- CDPH CNA information: <https://www.cdph.ca.gov/Programs/CHCQ/LCP/Pages/CNA.aspx>

If you cannot be cleared

If a student cannot be cleared for clinical because of an inability to complete the background check or previous background issues, the student will not be able to participate in clinical, which is a program requirement. If a student is found ineligible for clinical placement by the clinical facility after admission, the student may be dismissed because they will be unable to complete mandatory clinical course objectives.

Live Scan Service Form

Copies of the Live Scan form will be provided during the first day of class. Sample form:

<https://www.cdph.ca.gov/CDPH%20Document%20Library/ControlledForms/BCIA8016sample.pdf>

LIVE SCAN IDENTIFICATION REQUIREMENTS

THERE ARE NO EXCEPTIONS TO THESE IDENTIFICATION REQUIREMENTS.

A Social Security Number or ITIN is **required**.

Two ways to establish identity

- One Primary ID
- OR one Secondary ID AND TWO Supplemental IDs — all matching exactly.

Primary IDs accepted

- California Driver's License
- DMV Identification Card
- Out-of-State Driver's License

Secondary IDs accepted

- State government-issued certificate of birth
- U.S. Active Duty/Retiree/Reservist Military Identification Card
- U.S. Passport
- Federal Government Personal Identity Verification Card (PIV)
- Department of Defense Common Access Card
- U.S. Tribal or Bureau of Indian Affairs Identification Card
- Social Security Card
- Court order for name change/gender change/adoption/divorce
- Government-issued marriage certificate
- U.S. Government-issued Consular Report of Birth Abroad
- Foreign passport with appropriate immigration document(s)
- Certificate of Citizenship (N560)
- Certificate of Naturalization (N550)
- INS I-551 Resident Alien Card issued since 1997
- INS I-688 Temporary Resident Identification Card
- INS I-688B / I-766 Employment Authorization Card

If using a Secondary ID

You must provide TWO forms of Supplemental ID:

- Utility bill showing address
- Jurisdictional voter registration card
- Vehicle registration card/title
- Paycheck stub with name/address
- Jurisdictional public assistance card
- Spouse/parent affidavit
- Cancelled check or bank statement
- Mortgage documents

KEEP THIS PACKET

This packet is designed to be a working reference throughout NRA 150A. Requirements, costs, funding, clinical sites, and external agency requirements may change. Follow the most current instructions provided by the CNA Program Director and SRJC.