**RA to CNA Program Requirements**

Due to Covid-19, the Center for Medicare and Medicaid Services (CMS) has issued a temporary certification program for Certified Nursing Assistants (CNAs). CMS is waiving the requirements of 42 CFR 483.35(d) (with the exception of 42 CFR 483.35(d)(1)(i)), which require that a nursing home may not employ anyone for longer than four months unless they meet the training and certification requirements under § 483.35(d). To ensure the health and safety of nursing home residents, CMS is not waiving 42 CFR § 483.35(d)(1)(i), which requires facilities to not use any individual working as a nurse aide for more than four months, on a full-time basis, unless that individual is competent to provide nursing and nursing related services. We further note that CMS is not waiving § 483.35(c), which requires facilities to ensure that nurse aides are able to demonstrate competency in skills and techniques necessary to care for residents’ needs, as identified through resident assessments, and described in the plan of care.

Summit View of Farragut has outlined a program to partner with the state, which is outlined below.

1. Summit View will ONLY hire candidates that have successfully passed the 8-hour Nurse Aide Training course and have successfully passed the test through ACHA/NCAL. Summit View will not reimburse applicants for their time taking the ACHA/NCAL training/test as this is a prerequisite to apply and successfully be selected for the program.
2. Summit View will administer the ACHA/NCAL mandatory Skills Competency Checklist mandated and submit to the state on behalf of the associate.
3. Summit View has a mandatory orientation process all participants must attend and successfully complete. During the Skills Competency Checklist and Orientation, 100% attendance adherence is required.
4. During the program, RA to CNA associates will be required to perform all CNA duties. All associates in this program will receive the same shift differentials, bonus, and benefits as certified CNAs.
5. Associates in the RA to CNA program must be in good standing with performance and attendance to continue in the program. Any associate not in good standing due to attendance, performance, or misconduct can be terminated from the program, thus voiding this contract.
6. The temporary waivers have an expiration date. Associates in this program are required to enroll and complete an approved CNA program within 90 days of Covid-19 restrictions being lifted. Programs must be approved prior to enrollment.
7. Associates will be responsible for the cost of the actual certification test and for all other expenses (i.e, scrubs, supplies, travel costs, time, etc.). Summit View of Farragut will provide training books, training and clinical testing.
8. Upon successfully completion and certification as a Certified Nurse Assistant, the base pay will increase.
9. Associates are required to complete 1 full year of employment with Summit View of Farragut after completion of certification. If employment were to terminate, voluntarily or involuntarily, Summit View of Farragut will require repayment of training costs. These costs will be deducted from the last paycheck(s) in accordance with Tennessee State Law.

My signature below acknowledges my acceptance and understanding of the RA to CNA program at Summit View of Farragut. I have thoroughly read and understand the temporary CNA certification process and the requirements to obtain my CNA licensure. I understand the conditions of employment and program involvement outlined in this document. I understand that if I do not meet these requirements, I can be terminated. I understand that if I violate the terms and conditions outlined, there may be financial repercussions resulting in payment to Summit View of Farragut.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read and understand the terms of this offer letter of employment and I agree to the terms of employment set forth above.

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Associate Signature Date

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Director of Nursing Signature Date

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Administrator/ HR Signature Date