

Home Care Aide Training Program Fact Sheet

We are currently accepting applications for Core Basic Training that will begin January 7, 2013, and graduate January 28, 2013.

The deadline to apply for this class is December 23, 2012.

Applications must be submitted by the deadline, and agree to a criminal background check.

We invite you to attend our “Meet & Greet” to get to know our instructors. You will have an opportunity to learn more about the program and ask questions.

If you are interested in enrolling in the program, you can complete an application and submit to a criminal background check. A background check is a mandatory requirement in the State of Washington to work as a home care aide.

You may come to our office to enroll. You may also submit your application online. We welcome you to visit our office at 504 Broadway, Seattle, Washington. Call us to schedule an appointment for a one-on-one meeting with our counselor at 206/838-4094.

When you enroll \$100 deposit or full tuition payment \$400 and registration fee of \$50.00 will hold a space for you. The deposit and tuition is fully refundable providing we receive an email or mailed/hand carried written request to withdraw 24 hours before class begin. However, the \$50 registration fee is non-refundable.

If you need to withdraw and reschedule your enrollment, we must receive your withdrawal notice in writing during our normal business hours (9am-5pm) from Monday-Friday.

American Healthcare Services Selection Process

Applicants will be selected by a set of criteria that are essential to becoming an outstanding home care aide.

American Healthcare Services can teach you're the core basic, how to identify and care for individuals with medical or mental health issues. You will learn all you need to know about rendering care and assisting clients with activities of daily living, and assisting and performing hygienic needs of your client.

- We teach ***Core Basic***
- We teach ***Mental Health***
- We teach ***Medication Administration***
- We teach ***Safety***.
- We teach how to ***Manage a Crisis***.
- We teach how to get ***Organized***.

- But, we cannot teach **character**.
- **Compassion** requires character.
- **Empathy** for another person requires character.
- **Honesty** requires character.
- **Dependability** requires character.
- **Reliability** requires character.

We only select students with good character. We believe everyone with good character can succeed as a home care aide. American Healthcare Services requires two written character reference to be submitted with your application.

You must be 18 years old or older to apply.

In addition, soft skill set that we closely examine are important to building a career as a home care aide along with good character requires:

- Good Communication Skills
- Neat Appearance
- Timeliness
- Good Work Ethics

Once we receive your application, you should receive a congratulatory email or letter within 2 weeks of receipt of your submission, confirming your acceptance. However, if we are unable to accept you into the program you will be notified and given a reason for the denial of your enrollment request.

The home care training will last 4 weeks. Full-time attendance is required in classroom for theory and practical training. The class hours:

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|---------------------|--------------------|
| Monday and Tuesday: | 4:30 pm to 8:30 pm |
| Friday: | 9:00 pm to 5:00 pm |
| Saturday: | 9:00 pm to 4:00 pm |

You are allowed two missed classes. More than two absences are grounds for dismissal. It is important to know, full tuition is non-refundable once classes begin. We will pro-rate the refund according to the actual hours in attendance.

The tuition covers classroom and clinical labs only. You are responsible for purchasing the following supplies:

- Books
- Uniforms/Shoes (must be appropriately dressed for class in full uniform)
- Stethoscope
- Name tags
- Wristwatch
- Home Care Practice Kit

After Graduation

Once you complete the program in good standing you must sign-up for certification.

There is a cost of \$60 required for Washington State HCA application, and the cost of the HCA exam through Prometric. Testing fee \$115 is payable to Prometric.

Successful completion of this program will qualify the student to work for a Home Care Agency or/and Assisted Living for 120 days prior to obtaining their Home Care Aide certification. Generally, American Healthcare Services recruits our best and brightest students to come work for our agency upon successfully completing the program.