

Nursing Assistant Scholarship Program Application (Page 1)

This scholarship is administered by University of Maryland Upper Chesapeake Health and Harford Community College. It will cover anticipated costs of tuition course fees. If selected for the UM Upper Chesapeake Health scholarship, you must accept full-time (1,872 – 2,080 worked hours per year) employment with UM Harford Memorial Hospital or UM Upper Chesapeake Medical Center within 45 days of graduation from the nursing assistant program. Length of service agreement is two (2) years from the date of starting in a Patient Care Technician position. There is no guarantee of unit or shift.

Failure to: a) complete this nursing assistant program, b) accept employment within 45 days of graduation, c) remain employed at UM Harford Memorial Hospital for the required period (2 years) will require you to repay all UM UCH funding.

Application Pre-Requisites:

- ❖ Proof of High School Graduation or GED, with any applicable college transcripts
- ❖ US Citizenship or Legal Residency
- ❖ Ability to attend 13 week course (1/22/20 – 4/22/20) at Harford Community College. Perfect attendance is mandatory.
- ❖ Must be able to lift, push, pull, etc. a minimum of 50 pounds unassisted.
- ❖ Complete the reading and math assessment at the Harford Community College Testing Center located in Maryland Hall before registration. Info: <https://www.harford.edu/student-services/testing/test-preparation.aspx>
- ❖ Present a current American Heart Association completion card for Healthcare Provider CPR.

Students who meet these criteria are invited to submit a formal application packet for the UM UCH scholarship program. The complete packet will include the following:

1. UM UCH Scholarship application (Pages 1-3)
2. 250 word writing sample regarding why the student is pursuing a career as a Certified Nursing Assistant
3. 3 written letters of recommendation:
 - a. 1 professional from an employer or educational instructor
 - b. 2 personal references from non-related individuals
4. High School Diploma, transcript or proof of GED
5. Most recent college transcripts (if applicable)
6. Copy of front and back of CPR card (or must obtain prior to clinical portion of class)
7. Proof of completion from HCC testing center for math and reading test.

DEADLINE FOR ALL APPLICATIONS:

January 10, 2020 **IMPORTANT**** Incomplete application packets will not be considered******

APPLICATIONS SHOULD BE SENT TO:

Shannon Walker, MS, PHR, SHRM-CP
HR Business Partner
University of Maryland Upper Chesapeake Health
Human Resources Suite 408
520 Upper Chesapeake Drive
Bel Air, MD 21014
Or by email: Sawalker@umm.edu

SERVICE OBLIGATION:

Students must accept full-time (1,872 - 2,080 worked hours per year) employment as a Patient Care Technician at UM Harford Memorial Hospital or UM Upper Chesapeake Medical Center following completion of the nursing assistant program. Work must commence within 45 days after graduation. There is no guarantee of unit or shift.

SELECTION AND NOTIFICATION:

Scholarship recipients (Six [6] students maximum) will be notified by January 17, 2020.

Applicant Name (Please print) _____

Applicant Signature _____ Date _____

NURSING ASSISTANT SCHOLARSHIP APPLICATION (Page 2)

University of Maryland Upper Chesapeake Health

Date _____

Name _____	Social Security # _____ - _____ - _____	Phone # _____
Home Address _____		Email _____

High School(s) Attended	County Location	Dates	Did you graduate?

College(s) Attended	Location	Dates	Do you have a degree?	Major Area of Study

Volunteer/Organization	Dates	Address	Duties

Have you ever worked at a University of Maryland Medical System? Yes No
If yes, which facility? _____

Dates	Employer	Phone number	Position and duties	Salary	Reason for leaving
To: From:					
To: From:					
To: From:					

FINANCIAL RESOURCES DISCLOSURE FORM FOR UM UCH SCHOLARSHIP APPLICANTS (Page 3)

The purpose of this form is to confirm other scholarship awards, income, and additional financial resources that affect the need for additional assistance.

Applicant Name _____

SCHOLARSHIP AND GRANT RECEIPTS TO DATE

Source:	Date(s) Received:	Amount:
Source:	Date(s) Received:	Amount:
Source:	Date(s) Received:	Amount:
Source:	Date(s) Received:	Amount:

By signing below, you, the student, acknowledge that the above information is true. If any information given is found to be false or fabricated, all financial assistance will be forfeited.

Applicant Signature: _____ Date: _____



**University of Maryland Upper Chesapeake Health Nursing Assistant
Scholarship**

Important Information!

1. Class begins on January 22, 2020 and runs through April 22, 2020. **Perfect attendance is mandatory.** Dates and times of class are listed on the Harford Community College website.
2. This scholarship is a partnership with Harford Community College. Applications are being accepted until January 10, 2020. **Incomplete applications will not be considered.** See page 1 of application for what is required in the application packet. Complete application packets need to be received by the deadline to:
Shannon Walker, MS, PHR
HR Business Partner
University of Maryland Upper Chesapeake Health
Human Resources Suite 408
520 Upper Chesapeake Drive
Bel Air, MD 21014
Or by email: Sawalker@umm.edu
3. Students will be notified by January 17, 2020 if they are accepted into the scholarship.
4. Students that are selected will need to provide the following:
Course Prerequisites/Co-requisites:
Students must:
 - o Be at least 18 years of age and have a high school diploma or GED.
 - o Must be able to lift, push, pull, etc. a minimum of 50 pounds unassisted, and
 - o Register for both theory and clinical.
 - o Complete the reading and math assessment at the Harford Community College Testing Center located in Maryland Hall before registration. Please call 443-412-2352 for testing hours.
 - o Submit the *Health Assessment Immunization Form* completed by a licensed primary health care provider.
 - o Provide proof of seasonal flu vaccination, immunization for measles, mumps, chicken pox, rubella, and a current, negative TB skin test or a negative chest x-ray prior to clinical.
 - o Present a current American Heart Association completion card for Healthcare Provider CPR.
 - o Perfect attendance is mandatory.
5. Please review the attached UMUCH employment agreement. If selected, this will need to be signed and turned in prior to class start to Shannon Walker (instructions are listed on the agreement).
6. Upon completion of the class, students will be required to apply online at UMUCH.org for positions available at UMUCH. Satisfactory completion of physical, drug screen to include nicotine screen, criminal background check and references are required before attending orientation for employment at UMUCH. You will work with Shannon Walker on these requirements.

Harford Community College

Steps to becoming a Certified Nursing Assistant

Step 1: Students are required to take the reading (ACR) and math (ACA) assessments.

- These assessments can be taken in the Test Center located in Maryland Hall at the 3rd marked entrance off of Thomas Run Rd.
 - Phone number: 443-412-2352
 - You will need a photo ID
 - The assessments are free to take the first two times. If unsuccessful, tutoring is available in the Learning Center (443-412-2588).
 - After tutoring, contact Dawn Reimer at 443-412-2317 to schedule a time to retake assessments with paper and pencil.
- Healthcare Provider CPR – American Heart Association
 - Offered at HCC the first Saturday of every month from 8am to 4:30 pm
 - Course Fee: \$35.00
 - Material Fee: \$69.00
 - Textbook: \$16.00 plus tax

Step 2: Clinical Requirements

- Prior to beginning clinical, students must turn in a health assessment form completed by a physician. Must include lab work to support titers for vaccinations and current TB test or negative chest x-ray.
- Current healthcare provider CPR card.

**UNIVERSITY OF MARYLAND UPPER CHESAPEAKE HEALTH
EMPLOYMENT AGREEMENT: NURSING ASSISTANT
SCHOLARSHIP**

Directions: Complete this form and sign. Return form to Shannon Walker, UM UCH Human Resources Ste 408, 520 Upper Chesapeake Drive, Bel Air, MD 21014 prior to class start date.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

COURSE DATES: FROM 01/22/2020 **TO** 04/22/2020

SCHOOL NAME: Harford Community College

TUITION COSTS: \$1953.00

- I agree that I must accept a full time position as a Patient Care Technician (there is no guarantee of unit or shift) within 45 days of completing the program and remain employed by UM UCH for a minimum of two (2) years. PCT position pay is \$12.50 per hour.
- I understand that by signing this form I am NOT receiving other educational assistance for the course thru grants or other scholarships.
- I understand that violation of UM UCH policy, or conduct detrimental to the organization, its patients, and/or its team members, may result in immediate termination of this agreement resulting in the requirement to reimburse UM UCH for any monies paid on my behalf for the Certified Nursing Assistant scholarship.
- I understand that I must conform to the UM UCH dress code and service excellence expectations.
- I understand that Failure to: a) complete this nursing assistant program, b) accept employment within 45 days of graduation, c) remain employed at UM Upper Chesapeake Medical Center or UM Harford Memorial Hospital for the required period (2 years) will require repayment of all UM UCH funding.

Signature: _____

Date: _____

Human Resources: _____

Date: _____

Nursing Assistant Scholarship Selection Process

- ◆ Application packets will be reviewed by Human Resources for completeness.
- ◆ Human Resources will interview applicants and determine appropriateness. **Interviews will be held on Thursday January 16, 2020 and Friday January 17, 2020.** You will need to be available one of these days for a half hour interview to be schedule by Human Resources.
- ◆ Human Resources will prepare and distribute packets of qualified candidates to members of the selection committee, comprised of the HR Recruitment and Retention team.
- ◆ The selection committee will approve those candidates to be offered the scholarship.
- ◆ Human Resources will follow through with contacting candidate and facilitating the program going forward.