# Health Occupations Programs Checklist

Name: (PRINT) ________________________________________________

ID#: ________________________________________________________

Phone: _____________________________ Email: _______________________

Attended Orientation: __________ Class & Term: ________________

(ex: 1128 class number 6013)

## Certified Nurse Aide Program
- Paid Tuition
- Copy of S.S. Card (MUST match ID)
- Copy of TX DL or ID (MUST match S.S. Card)
- Background Check (see vendor list attached)
- Required Immunizations document signed by your Healthcare Provider and accompanying shot records including:
  - Hepatitis B (3 shots)/TITER
  - Tdap (last 10 years)
  - MMR (2 shots)/TITER
  - Varicella (2 shots)/TITER or letter
  - TB Skin Test Negative (within 1 yr)
- NACES Application (Completed at registration)
- Money Order payable to “NACES” for $95.00
- Sanctions Review Passed (by LSC staff)

## Phlebotomy Program
- At least 18 years old with a High School Diploma or GED copy
- Paid Tuition
- Copy of S.S. Card (MUST match ID)
- Copy of TX DL or ID (MUST match S.S. Card)
- Background Check (see vendor list attached)
- Required Immunizations document signed by your Healthcare Provider and accompanying shot records including:
  - Hepatitis B (3 shots)/TITER
  - Tdap (last 10 years)
  - MMR (2 shots)/TITER
  - Varicella (2 shots)/TITER or letter
  - TB Skin Test Negative (within 1 yr)
- Valid American Heart Association CPR for Healthcare Providers Certification/Card

## Electrocardiography Technician Program
- At least 18 years old with a High School Diploma or GED copy
- Paid Tuition
- Copy of S.S. Card (MUST match ID)
- Copy of TX DL or ID (MUST match S.S. Card)
- Background Check (see vendor list attached)
- Required Immunizations document signed by your Healthcare Provider and accompanying shot records including:
  - Hepatitis B (3 shots)/TITER
  - Tdap (last 10 years)
  - MMR (2 shots)/TITER
  - Varicella (2 shots)/TITER or letter
  - TB Skin Test Negative (within 1 yr)
- Valid American Heart Association CPR for Healthcare Providers Certificate/Card
- ACA Application (Completed in Class)
- Money Order payable to “ACA for $100.00

## Massage Therapy Program
- At least 18 years old with a High School Diploma or GED copy
- Paid Tuition
- Copy of S.S. Card (MUST match ID)
- Copy of TX DL or ID (MUST match ID)
- Background Check (see vendor list attached)
- Required Immunizations document signed by your healthcare provider and accompanying shot records including:
  - Hepatitis B (3 shots)/TITER
  - Tdap (last 10 years)
  - MMR (2 shots)/TITER
  - Varicella (2 shots)/TITER or letter
  - TB Skin Test Negative (within 1 yr)
  - Bacterial Meningitis/Hib (required for students under the age of 30)
Patient Care Technician (PCT) Program
(Includes the Certified Nurse Aide Program, Phlebotomy Program and a fundamental Electrocardiography course NOT the full Electrocardiography Technician program)
- At least 18 years old with a High School Diploma or GED copy
- Paid Tuition
- Copy of S.S. Card (MUST match ID)
- Copy of TX DL or ID (MUST match ID)
- Background Check (see vendor list attached)
- Required Immunizations document signed by your healthcare provider and accompanying shot records for:
  - Hepatitis B (3 shots)/TITER
    *Fast Track Highly Recommended*
  - Tdap (last 10 years)
  - MMR (2 shots)/TITER
  - Varicella (2 shots)/TITER or letter
  - TB Skin Test Negative (within 1 yr)
- Valid American Heart Association CPR for Healthcare Providers Certification/Card

Personal Trainer Program
- Liability Release Waiver
- Medical History Disclaimer
- Valid American Heart Association ‘Heartsaver’ CPR Certification/Card

Notes:

Approved to Register as of (date) and initials: _________________________
Testing Date: _________________________ Passed / Failed (Circle One)
Comments:

File Reviews (Date and Initial): ________ ________ ________ ________ ________
LSCS Health Occupation Programs
Instructions for Background Check Process

Prior to registering for many healthcare programs, students who have been conditionally accepted must complete a criminal background check. Students are responsible for completing the background application process, paying all fees and ensuring that a copy is submitted to the appropriate program director at the campus you are registering at. Additional background checks may be required, if a student is convicted of a felony or misdemeanor while enrolled in a LSCS healthcare program. Certified Background is the agency accepted by LSCS.

Clinical facilities determine what constitutes an unacceptable background check. The student is responsible for working with the background check company to clear up any reporting discrepancies. If there is a criminal history that cannot be cleared up prior to the start of clinical, the student needs to apply to his/her respective professional board for licensure clearance. Students cannot begin or continue their studies until the background check process is satisfactorily completed. **Please make sure you print out a completed background check copy and bring it with you to register.**

**CERTIFIED BACKGROUND**

Price: $35.00

Access application online at [http://www.certifiedbackground.com](http://www.certifiedbackground.com)

When you go online it will ask you for a package code.

For Healthcare Programs at North Harris Campus and the Health Professions Building the package codes are as follows:

Certified Nurse Aide       LD42bg
Electrocardiography       LD43bg
Massage Therapy           LB32bg
Patient Care Tech         LD42bg     (Please use the code for Certified Nurse Aide)
Phlebotomy                LD60bg

You will be notified if there is any missing information needed in order to process your order. The results usually take 3-7 days to complete processing. Your order will show “In Process” until it has been completed in its entirety. If you need assistance please call Customer Services on (888) 914-7279 or (888) 666-7788. They will normally email you when your results are ready to view. You can always sign in and check on the status.