Attention Nurse Aide Training Program (NURC 1001) students (effective for Autumn 2019 registration):

In order to enroll in the Nurse Aide Training Program (NURC 1001), you must complete a background check, drug screen, and health record (including the two-step TB testing).

Follow the directions on the attached forms to schedule your background check and drug screen.

You must use this company for testing purposes. The results must be returned to Columbus State Community College before you will be able to schedule this class.

Please read the instructions carefully as there is a **time limit**.

Additional forms are available:

- Online – www.cscc.edu/nursing/nurse-aide-stna-shtml;
- Nursing Suite - Union Hall, room 508;
- Health and Human Service Advisors - Union Hall, room 477;
- Health Records Office - Union Hall, room 132;
- Student Central – Madison Hall, upper level.

If you have questions about registration or the scheduling of these screenings please contact Corporate Screening at (1-800-229-8606, option 4).

For other questions or concerns please call (614) 287-2506 or 287-2606.

COLUMBUS STATE

C O M M U N I T Y   C O L L E G E

<u>STNA</u>
FINGERPRINT AND DRUG SCREEN

Before Starting:

- A valid email is REQUIRED
  (if you do not have an email account you can establish a free account at Yahoo.com)
- You must be near a printer to print forms.
- Please review your authorization form closely, as you will have a limited amount of time to complete your drug test.
- You will only have **3 business days to complete your drug test**
- You will only have **14 business days to complete your fingerprinting**

Getting Started:

1. Have your credit card/debit card (Visa/MasterCard/American Express/Discover) information ready in order to process payment. Your credit card will be charged **$112.25** for the service.

2. Log onto our website at www.VerifyStudents.com

3. Use this special promotional code: **COLU6027**

4. Complete profile & e-sign forms as they appear

5. **Print Fingerprint Control Form** (sample form shown below on left)

6. **Schedule your drug test**
   a. **Print the authorization form** (sample form shown below on the right) *or*
   b. **Check your email and click the link to show the form on your smartphone**

After completing online process:

1. Drug testing: go to collection site listed on authorization form
- Be prepared to show the authorization form & government photo ID, e.g. – driver's
2. Fingerprinting
- Bring Fingerprint Control Form & government photo ID, e.g. – driver's license to your school's designated fingerprint location:

Columbus-Fast Fingerprints
1486 Bethel Road **(Inside Bethel Centre)**
Columbus, Ohio 43220
(877) 932-2435
Hours: 8:00am-5:00pm Monday-Friday, 9:00am-12:00pm Saturday. WALK-INS WELCOME!
***All network fingerprint site locations and hours are subject to change without notice.**

Please note that this information is for the sole purpose of background screening for this school only. Unauthorized use of our service is prohibited

NOTE: A unique login will be emailed to you. This will allow you to log back into www.VerifyStudents.com