## **GENERAL REQUIREMENTS**

- Personal Attendants / Medical Assistants / Homemakers
- Certified Nursing Assistants / Patient Care Technician

Please bring the following documents with you:

- 1) Resume with references
- 2) All Trainings / In-service Certificates <u>received within the last 10 months</u>
- 3) Current CPR
- 4) Current Driver's License
- 5) Current Car Insurance
- 6) Current State ID (If you do not drive)
- 7) Any <u>one (1)</u> of these: (SS Card, Current US Passport, Current Employment Authorization Card)
- 8) Kindly bring the following: (If you are receiving the following benefits)
  - a. Temporary Assistance for Needy Families (TANF) Card
  - b. Supplemental Nutrition Assistance Program (SNAP) Card and/or Food Stamps
  - c. Health Insurance Card (e.g., County Care, Cook County Card, IHFS Medical Card, or any other form of health insurance coverage)
- 9) Current Medical Reports
  - a. TB Testing (We only accept Testing done in the past year of the current month/year)
  - b. Complete Physical Exam indicating <u>"FIT FOR WORK WITH NO"</u>
    <u>RESTRICTIONS"</u> (We only accept Testing done in the past year of the current month/year)
  - c. Hepatitis B Shot (Proof of shot)
  - d. Flu Shot (Proof of shot, but not mandatory)
- 10) For CNA(s): Certification of successfully passing the Illinois Exam (For CNA applicants)

Office Address: 5933 N Milwaukee Avenue

Chicago IL 60646

Telephone: 773-774-6630

Application Time: Monday – Friday (9:00am – 3:00pm)

Note: Please be prepared for a 12-hour certification program as mandated by Illinois Department of Public Health. This includes an exam and non-paid apprentice ship with a client/patient.