

ARCHBOLD C N A TRAINING PROGRAM

DATES October 26 2020 - 12/31/2020 (10 weeks)

IMPORTANT: Students will be employed by Archbold and will be paid for all attended program hours, less meal breaks. Students can miss a total of four (4) hours during the entire ten (10) week program, and some dates are "Mandatory", which means they cannot be missed for any reason. Any hours missed up to four (4) must be made up on Saturday, December 19th. Any student who misses more than four (4) hours OR any of the "Mandatory" hours will be terminated from the program and employment. Please pay close attention to the **Time & Place** for each date.

SCHEDULE		Sun	Mon	Tues	Wed	Thur	Fri	Sat
Week 1	Date	10/25/2020	10/26/2020	10/27/2020	10/28/2020	10/29/2020	10/30/2020	10/31/2020
	What?		Orientation (Mandatory)	Orientation (Mandatory)		Class/Lab		
	# Hours		8 hours	8 hours		4 hours		
	Time		8:30a-5p	8:30a-5p		5:00p-9:30p		
	Place		John D. Archbold Memorial Hospital (JDAMH) Williams Auditorium			JDAMH Classroom 2E		
Week 2	Date	11/1/2020	11/2/2020	11/3/2020	11/4/2020	11/5/2020	11/6/2020	11/7/2020
	What?		Class/Lab	Class/Lab		Class/Lab		
	# Hours		4 hours	4 hours		4 hours		
	Time		5:00p-9:30p	5:00p-9:30p		5:00p-9:30p		
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E		
Week 3	Date	11/8/2020	11/9/2020	11/10/2020	11/11/2020	11/12/2020	11/13/2020	11/14/2020
	What?		Class/Lab	Class/Lab		Class/Lab		
	# Hours		4 hours	4 hours		4 hours		
	Time		5:00p-9:30p	5:00p-9:30p		5:00p-9:30p		
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E		
Week 4	Date	11/15/2020	11/16/2020	11/17/2020	11/18/2020	11/19/2020	11/20/2020	11/21/2020
	What?		Class/Lab	Class/Lab		Class/Lab		
	# Hours		4 hours	4 hours		4 hours		
	Time		5:00p-9:30p	5:00p-9:30p		5:00p-9:30p		
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E		
Week 5	Date	11/22/2020	11/23/2020	11/24/2020	11/25/2020	11/26/2020	11/27/2020	11/28/2020
	What?		Class/Lab	Class/Lab		Thanksgiving		
	# Hours		4 hours	4 hours				
	Time		5:00p-9:30p	5:00p-9:30p				
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E				
Week 6	Date	11/29/2020	11/30/2020	12/1/2020	12/2/2020	12/3/2020	12/4/2020	12/5/2020
	What?		Class/Lab	Class/Lab		Class/Lab		
	# Hours		4 hours	4 hours		4 hours		
	Time		5:00p-9:30p	5:00p-9:30p		5:00p-9:30p		
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E		
Week 7	Date	12/6/2020	12/7/2020	12/8/2020	12/9/2020	12/10/2020	12/11/2020	12/12/2020
	What?		Class/Lab	Class/Lab		Class/Lab		
	# Hours		4 hours	4 hours		4 hours		
	Time		5:00p-9:30p	5:00p-9:30p		5:00p-9:30p		
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E		
Week 8	Date	12/13/2020	12/14/2020	12/15/2020	12/16/2020	12/17/2020	12/18/2020	12/19/2020
	What?		Class/Lab	Class/Lab	Hardwiring Excellence (Mandatory)	Class/Lab		MAKE UP DAY
	# Hours		4 hours	4 hours	2 hours	4 hours		4 hours
	Time		5:00p-9:30p	5:00p-9:30p	9:00a - 11:00a	5:00p-9:30p		7:00a - 11:30a
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E	JDAMH Classroom 2E	JDAMH Classroom 2E		JDAMH Classroom 2E
Week 9	Date	12/20/2020	12/21/2020	12/22/2020	12/23/2020	12/24/2020	12/25/2020	12/26/2020
	What?		Class/Lab	Class/Lab			Christmas	
	# Hours		4 hours	4 hours				
	Time		5:00p-9:30p	5:00p-9:30p				
	Place		JDAMH Classroom 2E	JDAMH Classroom 2E				
Week 10	Date	12/27/2020	12/28/2020	12/29/2020	12/30/2020	12/31/2020	1/1/2021	1/2/2021
	What?		Clinical- Mandatory	Clinical- Mandatory	Clinical- Mandatory	Clinical- Mandatory		
	# Hours		8 hours	8 hours	8 hours	8 hours		
	Time		6:45a - 3:15p	6:45a - 3:15p	6:45a - 3:15p	6:45a - 3:15p		
	Place		GMNH	GMNH	GMNH	GMNH		

Clinical Hours start 12/28/2020 and end 12/31/2020 and are 8 hour shifts. (Students will be paid for 8 hrs/day). These Hours are **MANDATORY** and cannot be made up.

**** Hardwiring Excellence Class is required for all Archbold Employees. It cannot be missed/ or made up.**

*** On Thursday, December 31, 2020, a graduation ceremony will be held 3:30p - 4:15p at the facility. Family & friends are welcome! Invitations will be provided as the date gets closer.