**#3 ABOVE AND BEYOND CARE HEALTHSYSTEM**

**1152 ST GEORGES AVE, SUITE 12**

**AVENEL, NJ 07001**

**READ CAREFULLY AND THOROUGHLY**

Thank you and congratulations for enrolling in our hybrid/ online Home Health Aide Training. We promise to do our best and we hope that you enjoy every training that you receive from us. **Please read this information carefully**, because you will need it throughout your time with us at the school and upon completion.

I will create a WhatsApp group so that I can communicate with everyone as a team. Please read the rules of the WhatsApp group.

1. If you receive this information, it means I have successfully enrolled you in the online, also called hybrid training class.
2. You will also receive an email about how to start your online class. The email will be from [www.virtuallearnonline.com](http://www.virtuallearnonline.com). The directions are in your email. Both the Username information and password information is in the email.
3. **YOU MUST COMPLETE A LESSON BEFORE GOING TO THE NEXT LESSON.**
4. **START YOUR CLASS. YOUR CLASS MUST BE 97% COMPLETE 2 DAYS BEFORE THE END OF THE CLASS**
5. For other languages, go to the left lower corner of your computer or any device that you will be using, click on the languages, and you will see multiple languages. Pick any language you want.
6. There are 2 days of Mandatory Skill practice. Most times, they are the 2ND and the 3RD Saturday (Sometimes it changes). Skill starts 900am ON BOTH DAYS. You will be notified if the date changes
7. You have to come to the school site for your skill practice. Our address is on top of this form.

**WHATSAPP CHAT GROUP RULES**

1. **THE GROUP IS FOR INFORMATION, NO CHATTING PLEASE. IF YOU NEED TO REACH THE INSTRUCTOR, PRIVATE MESSAGE THE INSTRUCTOR OR EMAIL contact@aboveandbeyondcarehs.com**
2. DO NOT SEND ANY PERSONAL INFORMATION TO THE CHAT GROUP.
3. DO NOT CALL THE CHAT GROUP.
4. THE INSTRUCTOR IS THE ONLY ONE THAT CAN SEND INFORMATION TO THE GROUP
5. IF YOU ARE UNPROFESSIONAL, YOU WILL BE REMOVED FROM THE GROUP.
6. IF YOU SPEAK A DIFFERENT LANGUAGE, PLEASE USE GOOGLE TRANSLATE TO TRANSLATE.
7. **FINALLY, YOU MUST READ YOUR MESSAGES**.