



Patient Care Technician (PCT) / Patient Care Associate (PCA) Employer Verification

This form must be completed by the employer to verify that the candidate has been employed as a Patient Care Technician (PCT) or Patient Care Associate (PCA) for at least 12 months.

Candidate Information

Candidate Name:

Student ID #:

Student Email:

Employer Information

Facility Name:

Facility Address:

City/State/Zip:

Phone Number:

Supervisor/Manager Name:

Supervisor Title:

Supervisor Email:

Employment Verification

Position Title (PCT or PCA):

Employment Start Date:

Employment End Date (if applicable):

Total Length of Employment:

Full-Time

Part-Time

PRN

Verification Requirement: The candidate must have been employed for at least twelve (12) months in the above role.

Job Responsibilities (Check all that apply):

Obtaining and documenting vital signs (blood pressure, pulse, respirations, temperature, oxygen saturation)

Performing blood glucose monitoring (fingerstick testing)

Assisting with activities of daily living (bathing, grooming, feeding, toileting, ambulation)

Reporting abnormal findings to licensed nursing staff

Documentation in electronic or paper medical record

If available, please attach a copy of the official job description for this position.

Employer Attestation

I certify that the above information is accurate and that the candidate has fulfilled the employment requirements as indicated.

Supervisor Signature:

Date:

Submission Instructions

The completed form should be submitted with the candidate's application to the Practical Nursing Program, located in Beacon Hall on our Chester Campus.

Chester Campus Address:

13101 Route 1

Chester, Virginia

23831-5316