



Non Employee Registration Form

Kennewick General Hospital
900 S. Auburn Street, Kennewick, WA 99336, Attention: Education Department Fax (509) 586-5718
Please visit www.kennewickgeneral.com or call 586-5119 or 586-5824 for class fees.

CLASS REGISTRATION FORM - Please complete and return with course registration fee to the above address.

Name _____ Phone H) _____ W) _____ C) _____

Address _____ City _____ ST _____ ZIP CODE _____

Last 4 digits of SSN _____ Date of birth - (m/d/y) ___/___/___ Employed By _____

Please mark one: Physician { } RN { } LPN { } Student { } Other { } _____

Payment amount \$ _____ Method of payment Check # _____ Cash _____ Money Order _____

Credit Card: VISA { } M/C { } AmExp. { } # _____ Exp. Date _____ 3 digit code _____

Professional Education Classes

Advanced Cardiac Life Support - Initial	DATE CLASS DESIRED: _____
Advanced Cardiac Life Support - Renewal	DATE CLASS DESIRED: _____
Pediatric Advanced Life Support - Initial	DATE CLASS DESIRED: _____
Pediatric Advanced Life Support - Renewal	DATE CLASS DESIRED: _____
Basic Life Support for Healthcare Provider:	DATE CLASS DESIRED: _____ TIME _____
Neonatal Resuscitation Program	DATE CLASS DESIRED: _____
Trauma Nursing Core Course	DATE CLASS DESIRED: _____
Basic Rhythm Interpretation	DATE CLASS DESIRED: _____
Basic Life Support for HCP Instructor Course	DATE CLASS DESIRED: _____
Heartsaver Instructor Course	DATE CLASS DESIRED: _____
BLS or HS Instructor Renewal Class	DATE CLASS DESIRED: _____

Unless otherwise notified, you will be registered in the class date you desired. Confirmation letter and materials will be sent to the address you provided above. Thank you.

Community Health Education

Class Date Desired:

Heartsaver CPR (Adult, Infant & Child) _____

Heartsaver CPR (Infant & Child Only) _____

Heartsaver First Aid _____

Please call 586-5119 for registration information for the following classes:

Childbirth Preparation Classes: 6 week *or* week-end

Breastfeeding Classes

Sibling Preparation Class

Baby-sitting Workshops

Anger Management Classes (Adult)

"The Right Direction" (for Teens)

Cancellation / Refund Policy:

All cancellations and requests for refunds must be made *at least 2 weeks* prior to the course start date. Refund of course fees paid, less the cost of materials and a \$50.00 administrative fee, will be issued.

Cancellations made within 2 weeks prior to class date will forfeit all tuition paid. (Transfers allowed - see below.)

Rescheduling/Transfer Policy:

If unable to attend a scheduled class, transferring to a later class date will be allowed for an administrative fee of \$50.00.

CONTINUING EDUCATION HOURS

Kennewick General Hospital is a licensed continuing education provider through the Board of Registered Nursing of the State of California, and for many of our advanced care courses we offer Continuing Education Credits.

If you have any questions please contact KGH Education Services @ (509) 586-5119 or 586-5824 or

www.kennewickgeneral.com

8/13/09