

Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands 1178 Hinemlu' St. Garapan, Saipan, MP 96950



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 25-143

POSITION: NEPHROLOGY NURSE OPENING DATE: 09/12/2025

NO. OF VACANCIES: 1 CLOSING DATE: 09/22/2025

SALARY: \$47,361.60 - \$53,619.54 per Year

WORKSITE Nursing Department

LOCATION: Commonwealth Health Center

P. O. Box 500409 Saipan, MP 96950

DUTIES:

The Nephrology Nurse is a highly skilled nurse specializing in the care of patients with acute and chronic kidney disease. The role requires advanced nursing knowledge, critical thinking, and specialized training in dialysis and renal therapies. This position provides evidence-based patient care, collaborates with nephrologists and interdisciplinary teams, and ensures compliance with clinical, safety, and regulatory standards. Under the general supervision of the Nurse Unit Manager, the incumbent provides care and support for patients with acute and chronic renal failure, as well as for hemodynamically unstable and critically ill patients. The Nephrology Nurse delivers direct, individualized care based on scientific nursing principles, collaborates with other healthcare professionals to coordinate patient care, and provides direction to non-licensed personnel within the unit. The incumbent also assumes a leadership role. When assigned as a charge nurse, the incumbent is responsible for managing, supervising, and assisting the nursing staff, as well as providing administrative support and patient care during the shift. Responsibilities include guiding staff in caring for new patients or those with special needs and answering questions regarding policies, procedures, and protocols. Assumes the Charge Nurse position during assigned shifts as designated by the Unit Manager or Nurse Supervisor. Orients newly hired nursing personnel during their six-week orientation period. Conducts unit in-services to enhance staff nursing knowledge and clinical skills on an ongoing basis. Serves as preceptor for graduate nurses assigned to the unit/clinic during their interim status. Ensures that Commonwealth Healthcare Corporation operating policies and procedures, general nursing service policies, and unit/clinic policies are followed by all staff. Guides and coaches' staff to ensure compliance with approved policies and procedures. Documents all incidents occurring in the unit/clinic and refers incident reports to the Nurse Manager or Nursing Supervisor. Assigns duties to nursing and support staff based on patient needs. Makes frequent rounds to ensure nursing care is carried out correctly by subordinates. Responsible for narcotic counts and the inventory of medications and IV solutions. Reviews patients' clinical records for completeness and accuracy. Assists in supervising nursing students and/or high school trainees during clinical hours. Responsible for the inventory of equipment and supplies used in the unit/clinic. Ensures cleanliness and proper maintenance of the unit. Maintains professionalism by adhering to the dress code and communicating openly and effectively with (staff) colleagues, patients, and family members. Demonstrates knowledge of nursing regulations, scope of

practice, and professional ethics. Addresses and resolves immediate patient care and personnel issues, referring unresolved matters to the Nurse Unit Manager or Nursing Supervisor as appropriate. Assists in collecting data for unit-targeted review studies. Collaborates with physicians, nursing supervisors, and ancillary services to meet the needs of patients requiring consultations, referrals, or off-island transfers. Fosters a supportive and collaborative relationship with fellow nurses and other healthcare team members. Attends all mandatory in-services and scheduled monthly unit meetings. Performs acute and chronic hemodialysis and peritoneal dialysis duties according to Standard Operating Procedures (SOPs), requiring a high degree of accuracy, mental focus, and close attention, including but not limited to: Performs chlorine and chloramine testing of the RO water system; documents and reports abnormal findings to the Charge /Head Nurse, Renal Bio-Med, and Nephrologist. Performs conductivity and pH testing on dialysis machines; reports abnormal findings to the Charge/ Head Nurse, Renal Bio-Med, and Nephrologist. Mixes and dispenses bicarbonate and acids. Assembles necessary supplies; sets up, primes, tests, and recirculates HD machines as per protocol. Conducts comprehensive pre-assessments of patients and reports abnormal findings to the Charge Nurse before initiating dialysis. Inserts fistula needles. Obtains blood samples from vascular access for laboratory studies. Prepares, initiates, and monitors heparinization; determines clotting time and adjusts heparin dosage per protocol. Initiates dialysis according to SOPs by accessing fistulas and catheters. Monitors patients' status, including blood pressure, fluid balance, and electrolytes, and makes appropriate adjustments. Performs continuous assessment and monitoring of patients for minor and major complications; seeks assistance from the Nurse Unit or Attending Nephrologist as needed. Takes corrective actions for mechanical complications according to SOPs and reports to the Charge/Head Nurse. Performs pretransfusion of extracorporeal blood and discontinues dialysis as appropriate. Conducts posttreatment patient assessments before discharge. Ensures proper disposal of contaminated items (e.g., needles) and cleans/disinfects equipment in accordance with infection control and safety standards. Assesses, cleans, and dresses all types of vascular access. Initiates and monitors blood transfusions. Administers oral, intravenous, intramuscular, and intradermal medications. Performs peritoneal dialysis duties, including catheter care, preparation, connection, monitoring, and documentation of treatment in accordance with SOPs. Conducts home visits for peritoneal dialysis patients. Provides individual dialysis treatments for inpatients in the Intensive Care Unit, Emergency Room, and Medical/Surgical Ward as ordered by the Nephrologist. Accurately documents care in dialysis records and the EHR system. Refers patients to the Nephrologist, Medical Social Worker (MSW), Renal Dietitian, or Surgeon as appropriate. Prepares and maintains reports, charts, records, and forms required by facility, state, and federal regulations. Maintains a clean, orderly, and safe environment throughout the unit. Observes and evaluates the work of LPNs and Hemodialysis Technicians to ensure compliance with facility guidelines. Implements patients' plans of care and continuously assesses and evaluates their response to HD and PD treatment regimens. Assists in the education of staff, patients, nursing personnel, and other professional/non-professional staff. Participates in interdisciplinary team (IDT) meetings, staff conferences, and in-service programs. Participates in Quality Assurance and Improvement (QAI) programs. Works day, evening, night, and on-call shifts as scheduled. Maintains patient dignity and confidentiality at all times. Ensures proper control, storage, and requisition of medications, equipment, and supplies specific to the HD and PD unit. Performs other related duties as required within the scope of job classification, including but not limited to: access monitoring, bone disease management, anemia management, monthly chart audits for primary patients, scheduling patient appointments, preparing ESRD QAPI reports, and collecting data for CROWNWeb and NHSN surveillance.

MINIMUM QUALIFICATION REQUIREMENTS:

Bachelor's degree of Science in Nursing from a recognized/accredited school of Nursing or foreign equivalent. Minimum of 5 years of recent professional nursing experience in an acute care hospital or equivalent healthcare setting, including at least 3 years of direct experience in nephrology or dialysis care. Passed the NCLEX RN and be licensed as a Registered Nurse by the Commonwealth Board of Nurse Examiners (CBNE) to practice Nursing in the Commonwealth of the Northern Mariana Islands (CNMI).

Must have valid Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), and Pediatric Advanced Life Support (PALS) certifications from the American Heart Association (AHA).

CONDITIONAL REQUIREMENT:

Employment is contingent upon successful clearing of pre-employment health and drug screening in accordance with CHCC policy.

ADDITIONAL JOB INFORMATION:

This position is a temporary, Full-Time employment status at 40 hours per week with a shift schedule of eight (8) to twelve (12) hours per day from 7:00am to 7:00pm, Monday through Sunday with flexible day(s) off per week. Employment start date will begin on December 01, 2025 through November 30, 2028. This position is paid on a bi-weekly basis (2-week period). Fringe benefits: Paid time off & holidays.

NOTE(S):

- <u>Employer-Provided Items 655.423(k)</u>: Workers will be provided, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.
- <u>Deductions from Pay:</u> CNMI Tax, Federal Tax, Medicare and Social Security. Optional: Medical & Dental Insurance, Life Insurance, 401a Retirement Plan.

INTERESTED PERSONS SHOULD SEND THEIR COMPLETED APPLICATION FORMS TO:

Interested applicants may be considered for employment by submitting a completed Commonwealth Healthcare Corporation (CHCC) Employment Application to CHCCs Human Resources Office. The HR Office is open Monday through Friday from 7:30 AM to 4:30 PM and is CLOSED on weekends/holidays. Applicants may contact the employer via email at apply@chcc.health or via telephone at (670)236-8202 to apply for the job opportunity posted on the CHCCs official website: http://www.chcc.health/jobopportunities.php. Employment Applications are made available on the CHCC website and at the CHCCs HR & Main Cashier Office.

Labor Condition Application for Nonimmigrant Workers Form ETA-9035 & 9035E



U.S. Department of Labor

Please read and review the filing instructions carefully before completing the Form ETA- 9035 or 9035E. A copy of the instructions can be found at https://www.dol.gov/agencies/eta/foreign-labor/. In accordance with Federal Regulations at 20 CFR 655.730(b), incomplete or obviously inaccurate Labor Condition Applications (LCAs) will not be certified by the Department of Labor (DOL). For all submissions, both electronic (Form ETA- 9035E) or paper (Form ETA- Form 9035 where the employer has notified DOL that it will submit this form non-electronically due to a disability or received permission from DOL to file non-electronically due to lack of Internet access), ALL required fields/items containing an asterisk (*) must be completed as well as any fields/items where a response is conditional as indicated by the section (§) symbol.

A. Employment-Based Nonimmigrant Vis	A. Employment-Based Nonimmigrant Visa Information					
Indicate the type of visa classification supported by this application (Write classification symbol): * H-1B						
B. Temporary Need Information						
1. Job Title * NEPHROLOGY NURS	E					
2. SOC (ONET/OES) code * 29-1141.00						
4. Is this a full-time position? *		Period of Intend				
☑ Yes ☐ No	5. Begin Date * 12/1/2 (mm/dd/yyyy)		6. End Date * 11	1/30/2028		
Total Worker Positions Be Basis for the visa classification supporte	Total Worker Positions Being Requested for Certification * Basis for the visa classification supported by this application (indicate total workers in each applicable category)					
b. Continuation of previously approved employment without change with the same employer* c. Change in previously approved employment * o f. Amended petition *				-		
C. Employer Information						
Legal business name * COMMONWEALTH HEALTHCARE CO Trade name/Doing Business As (DBA),						
3. Address 1 * 1178 HINEMLU' ST GARAPAN						
4. Address 2 P O BOX 500409						
5. City * SAIPÁN 6. State * Northern Mariana Islands 96950				ode *		
8. Country * 9. Province United States Of America						
10. Telephone number * +1 (670) 236-8202	10. Telephone number * 11. Extension					
12. Federal Employer Identification Number (FEIN from IRS) * 13. NAICS code (must be at least 4-digits) * 66-0774364 622110				its) *		

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D. Employer Point of Contact Information

Important Note: The information contained in this Section must be that of an employee of the employer who is authorized to act on behalf of the employer in labor certification matters. The information in this Section must be different from the agent or attorney information listed in Section E, unless the attorney is an employee of the employer.

Contact's last (family) name *	2. First (given) name *		3. Middle name(s)
MUNA	ESTHER		LIZAMA
4. Contact's job title * CHIEF EXECUTIVE OFFICER			
5. Address 1 * 1178 HINEMLU' ST GARAPAN			
6. Address 2 P O BOX 500409			
7. City * SAIPAN		8. State * Northern Mariana Islands	9. Postal code * 96950
10. Country * United States Of America		11. Province	
12. Telephone number *	13. Extension	14. E-Mail address	
+1 (670) 236-8202	3554 chcchro2011@gmail.com		il.com

E. Attorney or Agent Information (If applicable)

Important Note: The employer authorizes the attorney or agent identified in this section to act on its behalf in connection with the filing of this application.

Is the employer represented by an attorney or agent in the filing of this application? * If "Yes," complete the remainder of Section E below.					☐ Yes	☑ No
2. Attorney or Agent's last (family) name §	3. First (given) name §		4.	4. Middle name(s)		
5. Address 1 §						
6. Address 2						
7. City §	8. State § 9. Postal code §			stal code §		
10. Country §	untry § 11. Province			-		
12. Telephone number § 13.	Extension	14. E-Mail address				
15. Law firm/Business name §			16. Law firm/l	Business	FEIN §	
17. State Bar number (only if attorney) §		18. State of highest court where attorney is in good standing (only if attorney) §			good	
19. Name of the highest State court where attorney is in good standing (only if attorney) §						

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F. Employment and Wage Information

Important Note: The employer must define the intended place(s) of employment with as much geographic specificity as possible. Each intended place(s) of employment listed below must be the worksite or physical location where the work will actually be performed and cannot be a P.O. Box. The employer must identify all intended places of employment, including those of short duration, on the LCA. 20 CFR 655.730(c)(5). If the employer is submitting this form non-electronically and the work is expected to be performed in more than one location, an attachment must be submitted in order to complete this section. An employer has the option to use either a single Form ETA-9035/9035E or multiple forms to disclose all intended places of employment. If the employer has more than ten (10) intended places of employment at the time of filing this application, the employer must file as many additional LCAs as are necessary to list all intended places of employment. See the form instructions for further information about identifying all intended places of employment.

a. Place of Employment Information 1

Enter the estimated number of workers that will perform work at this place of employment under the LCA.*					1	
	2. Indicate whether the worker(s) subject to this LCA will be placed with a secondary entity at this place of employment. *				☐ Yes	☑ No
3. If "Yes" to	question 2, provide the legal business name of the second	ondary	entity. §			
4. Address 1						
P O BOX 5 5. Address 2 1178 HINE						
6. City * Saipan			7. County * Saipan			
Northern M	trict/Territory * //ariana Islands		9. Postal code 96950	*		
_	ate Paid to Nonimmigrant Workers *		Per: (Choose on our Development Developmen	• ,	7 Month ☑	Voor
	47361 <u>60</u> To: \$53619 <u>54</u>		oui 🗆 week 🗅	DI-Weekly L		rear
	ng Wage Rate *	l.	Per: (Choose on	• .		
\$	47361 . 60	□н	our 🗆 Week 🗆	Bi-Weekly D	☐ Month 回	Year
Questions 1	2-14. Identify the source used for the prevailing was	je (PW) (check and fully	complete on	ly one): *	
12. A Prevailing Wage Determination (PWD) issued by the Department of Labor a. PWD tracking number §						
13. A PW	obtained independently from the Occupational Emp	loyme	nt Statistics (OE	S) Program		
a. Wa	ge Level (check one): §			b. Source Y	ear §	
	! □II □IV □N/A					
A PW obtained using another legitimate source (other than OES) or an independent authoritative source						
a. Sou	a. Source Type (check one): § b. Source Year §					
	☐ CBA ☐ DBA ☐ SCA ☑ Other/ PW Survey 2025					
c. If responded "Other/ PW Survey" in question 14.a, enter the name of the survey producer or publisher §						
CNMI Governor's Office						
d. If responded "Other/ PW Survey" in question 14.a, enter the title or name of the PW survey §						
CNMI Governor's Wage Survey						

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G. Employer Labor Condition Statements

Important Note: In order for your application to be processed, you MUST read Section G of the Form ETA-9035CP - General Instructions for the 9035 & 9035E under the heading "Employer Labor Condition Statements" and agree to all four (4) labor condition statements summarized below:

- (1) Wages: The employer shall pay nonimmigrant workers at least the prevailing wage or the employer's actual wage, whichever is higher, and pay for non-productive time. The employer shall offer nonimmigrant workers benefits and eligibility for benefits provided as compensation for services on the same basis as the employer offers to U.S. workers. The employer shall not make deductions to recoup a business expense(s) of the employer including attorney fees and other costs connected to the performance of H-1B, H-1B1, or E-3 program functions which are required to be performed by the employer. This includes expenses related to the preparation and filing of this LCA and related visa petition information. 20 CFR 655.731;
- (2) Working Conditions: The employer shall provide working conditions for nonimmigrants which will not adversely affect the working conditions of workers similarly employed. The employer's obligation regarding working conditions shall extend for the duration of the validity period of the certified LCA or the period during which the worker(s) working pursuant to this LCA is employed by the employer, whichever is longer. 20 CFR 655.732;
- (3) Strike, Lockout, or Work Stoppage: At the time of filing this LCA, the employer is not involved in a strike, lockout, or work stoppage in the course of a labor dispute in the occupational classification in the area(s) of intended employment. The employer will notify the Department of Labor within 3 days of the occurrence of a strike or lockout in the occupation, and in that event the LCA will not be used to support a petition filing with the U.S. Citizenship and Immigration Services (USCIS) until the DOL Employment and Training Administration (ETA) determines that the strike or lockout has ended. 20 CFR 655.733; and
- (4) Notice: Notice of the LCA filing was provided no more than 30 days before the filing of this LCA or will be provided on the day this LCA is filed to the bargaining representative in the occupation and area of intended employment, or if there is no bargaining representative, to workers in the occupation at the place(s) of employment either by electronic or physical posting. This notice was or will be posted for a total period of 10 days, except that if employees are provided individual direct notice by e-mail, notification need only be given once. A copy of the notice documentation will be maintained in the employer's public access file. A copy of this LCA will be provided to each nonimmigrant worker employed pursuant to the LCA. The employer shall, no later than the date the worker(s) report to work at the place(s) of employment, provide a signed copy of the certified LCA to the worker(s) working pursuant to this LCA. 20 CFR 655.734.

1. I have read and agree to Labor Condition Statements 1, 2, 3, and 4 above and as fully explained in	
Section G of the Form ETA-9035CP – General Instructions for the 9035 & 9035E and the	☑ Yes ☐ No
Department's regulations at 20 CFR 655 Subpart H. *	

H. Additional Employer Labor Condition Statements -H-1B Employers ONLY

Important Note: In order for your H-1B application to be processed, you MUST read Section H – Subsection 1 of the Form ETA 9035CP – General Instructions for the 9035 & 9035E under the heading "Additional Employer Labor Condition Statements" and answer the questions below.

a. Subsection 1

1. At the time of filing this LCA, is the employer H-1B dependent? §			☑ No	
2. At the time of filing this LCA, is the employer a willful violator? §			☑ No	
If "Yes" is marked in questions H.1 and/or H.2, you must answer "Yes" or "No" regarding whether the employer will use this application <u>ONLY</u> to support H-1B petitions or extensions of status for exempt H-1B nonimmigrant workers? §			□ No	
4. If "Yes" is marked in question H.3, identify the statutory basis for the exemption of the H-1B nonimmigrant workers associated with this LCA. § □ Both				ecialty
H-1B Dependent or Willful Violator Employers -Master's Degree or Higher Exemptions ONLY				
5. Indicate whether a completed Appendix A is attached to this LCA covering any H-1B nonimmigrant worker for whom the statutory exemption will be based <u>ONLY</u> on attainment of a Master's Degree or higher in related specialty. §		□ Yes	□ No	□ N/A

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If you marked "Yes" to questions H.a.1 (H-1B dependent) and/or H.a.2 (H-1B willful violator) and "No" to question H.a.3 (exempt H-1B nonimmigrant workers), you <u>MUST</u> read Section H – Subsection 2 of the Form ETA 9035CP – General Instructions for the 9035 & 9035E under the heading "Additional Employer Labor Condition Statements" and indicate your agreement to all three (3) additional statements summarized below.

b. Subsection 2

- A. **Displacement:** An H-1B dependent or willful violator employer is prohibited from displacing a U.S. worker in its own workforce within the period beginning 90 days before and ending 90 days after the date of filing of the visa petition. 20 CFR 655.738(c);
- B. Secondary Displacement: An H-1B dependent or willful violator employer is prohibited from placing an H-1B nonimmigrant worker(s) with another/secondary employer where there are indicia of an employment relationship between the nonimmigrant worker(s) and that other/secondary employer (thus possibly affecting the jobs of U.S. workers employed by that other employer), unless and until the employer subject to this LCA makes the inquiries and/or receives the information set forth in 20 CFR 655.738(d)(5) concerning that other/secondary employer's displacement of similarly employed U.S. workers in its workforce within the period beginning 90 days before and ending 90 days after the date of such placement. 20 CFR 655.738(d). Even if the required inquiry of the secondary employer is made, the H-1B dependent or willful violator employer will be subject to a finding of a violation of the secondary displacement prohibition if the secondary employer, in fact, displaces any U.S. worker(s) during the applicable time period; and
- C. Recruitment and Hiring: Prior to filing this LCA or any petition or request for extension of status for nonimmigrant worker(s) supported by this LCA, the H-1B dependent or willful violator employer must take good faith steps to recruit U.S. workers for the job(s) using procedures that meet industry-wide standards and offer compensation that is at least as great as the required wage to be paid to the nonimmigrant worker(s) pursuant to 20 CFR 655.731(a). The employer must offer the job(s) to any U.S. worker who applies and is equally or better qualified for the job than the nonimmigrant worker. 20 CFR 655.739.

as fully explained in Section H – Subsections 1 and 2 of the Form ETA 9 Instructions for the 9035 & 9035E and the Department's regulations at 2	☐ Yes ☐ No	
Public Disclosure Information Important Note: You must select one or both of the options listed in this Section	F	
Public disclosure information in the United States will be kept at: *	☐ Employer's principal p☐ Place of employment	lace of business

J. Notice of Obligations

- A. Upon receipt of the certified LCA, the employer must take the following actions:
 - Print and sign a hard copy of the LCA if filing electronically (20 CFR 655.730(c)(3));

6. I have read and agree to Additional Employer Labor Condition Statements A. B. and C. above and

- Maintain the original signed and certified LCA in the employer's files (20 CFR 655,705(c)(2); 20 CFR 655.730(c)(3); and 20 CFR 655.760); and
- Make a copy of the LCA, as well as necessary supporting documentation required by the Department of Labor regulations, available for public examination in a public access file at the employer's principal place of business in the U.S. or at the place of employment within one working day after the date on which the LCA is filed with the Department of Labor (20 CFR 655.705(c)(2) and 20 CFR 655.760).
- B. The employer must develop sufficient documentation to meet its burden of proof with respect to the validity of the statements made in its LCA and the accuracy of information provided, in the event that such statement or information is challenged (20 CFR 655.705(c)(5) and 20 CFR 655.700(d)(4)(iv)).
- C. The employer must make this LCA, supporting documentation, and other records available to officials of the Department of Labor upon request during any investigation under the Immigration and Nationality Act (20 CFR 655,760 and 20 CFR Subpart I).

I declare under penalty of perjury that I have read and reviewed this application and that to the best of my knowledge, the information contained therein is true and accurate. I understand that to knowingly furnish materially false information in the preparation of this form and any supplement thereto or to aid, abet, or counsel another to do so is a federal offense punishable by fines, imprisonment, or both (18 U.S.C. 2, 1001,1546,1621).

Last (family) name of hiring or designated official * MUNA	2. First (given) name of hiring or designated official * ESTHER	3. Middle initial § L
Hiring or designated official title * CHIEF EXECUTIVE OFFICER		
5. Signature * Data L Mura	6. Date signed * 09 /12/20 2	5

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K. LCA Preparer

<u>Important Note</u>: Complete this section if the preparer of this LCA is a person other than the one identified in either Section D (employer point of contact) or E (attorney or agent) of this application.

Last (family) name §	2. First (given) na	me §	3. Middle initial
TUDELA VANESSA			DLG
4. Firm/Business name §			
COMMONWEALTH HEALTHCARE COR	PORATION		
5. E-Mail address § vanessa.tudela@chcc.health			
L. U.S. Government Agency Use (ONLY)			
By virtue of the signature below, the Departi	ment of Labor hereby acknow	ledges the following:	
This certification is valid from 12/1/2025	to 11/30/202	28	
Cartifying Officer		9/11/2025	
Department of Labor, Office of Foreign Labo	or Certification	Certification Date	e (date signed)
1-200-25247-285513		Certified	
Case number	*	Case Status	-

M. Signature Notification and Complaints

The signatures and dates signed on this form will not be filled out when electronically submitting to the Department of Labor for processing, but **MUST** be complete when submitting non-electronically. If the application is submitted electronically, any resulting certification **MUST** be signed *immediately upon receipt* from DOL before it can be submitted to USCIS for final processing.

Complaints alleging misrepresentation of material facts in the LCA and/or failure to comply with the terms of the LCA may be filed using the WH-4 Form with any office of the Wage and Hour Division, U.S. Department of Labor. A listing of the Wage and Hour Division offices can be

The Department of Labor is not the guarantor of the accuracy, truthfulness, or adequacy of a certified LCA.

obtained at www.dol.gov/whd. Complaints alleging failure to offer employment to an equally or better qualified U.S. worker, or an employer's misrepresentation regarding such offer(s) of employment, may be filed with the U.S. Department of Justice, Civil Rights Division, Immigrant and Employee Rights Section, 950 Pennsylvania Avenue, NW, # IER, NYA 9000, Washington, DC, 20530, and additional information can be obtained at www.justice.gov. Please note that complaints should be filed with the Civil Rights Division, Immigrant and Employee Rights Section at the Department of Justice only if the violation is by an employer who is H-1B dependent or a willful violator as defined in 20 CFR 655.710(b) and 655.734(a)(1)(ii).

For public burden statement information, please see Form ETA-9035CP General Instructions.

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