Requirements to Enroll in the CNA Instructor: Train the Trainer Course

To qualify for this program, each nurse must prove that he/she meets the following requirements prior to the start of this program (per Ill. Administration Code 77, Section 395.160(a)):

1. Be a currently licensed registered nurse in Illinois, with a minimum of two years nursing experience; and
2. Have one year of experience as a registered nurse in one or both of the following areas:
   - teaching an accredited nurse's training program; or
   - caring for the elderly or for the chronically ill of any age through employment in a nursing facility, extended care unit, geriatrics department, chronic care unit, hospice, swing bed unit of a hospital, or other long-term care setting.

Please note that these are the requirements from the Administrative Code of the state of Illinois, and are enforced by the Illinois Department of Public Health (IDPH). They cannot be waived by the college. Successful completion of an approved Train the Trainer program is only one step towards approval to teach a Nurse Assistant program. Your experience will be verified by IDPH before certifying you to teach.

Please note that it is your responsibility to guarantee that you meet these requirements. The college will not refund the cost of the course to a participant who does not meet the requirements of the Administrative Code.

Frequently Asked Questions

1. If a Train the Trainer Program &/or Approved Evaluator Workshop participant does not meet the minimum requirements to teach (clinical instructor requirements) in a BNATP according to Ill. Administration Code 77, Section 395.160 (a), at the time of the program/workshop, will they be approved when they do meet those requirements? The response from IDPH is: no. You need to meet the requirements before taking the Train the Trainer and Evaluator Workshop.

2. I have more than the minimum one year experience caring for the elderly. It was when I was a CNA (or when I was a LPN). Does this meet the requirement outlined in #2 of the code? The response from IDPH is: no. The minimum experience is one year as a registered nurse caring for the elderly or chronically ill.

3. My responsibilities as a registered nurse included caring for the elderly, but it was only a part of my job. Does that meet the one year minimum requirement? The answer is: possibly. If you can document that you have the equivalent of at least one year’s experience, you will qualify. For example, if one-third of your job was caring for the elderly, and you performed that for three or more years, you have the equivalent of one year full time experience caring for the elderly.