



Aides Training Programs Newsletter

Aides Training Programs Newsletter 2023-05
September 19, 2023

Aides Training Programs Update:

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- **Clinical Sites - Reminder**
- **QMA Program Renewals**
- **Updated State Forms**
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Project Firstline for CNA Training Programs

Attention all CNA training programs: Another Project Firstline implementation plan is coming soon. Get ready to receive the latest infection control implementation plan that fosters foundational and practical knowledge.

The University of Indianapolis Center for Aging & Community cordially invites all CNA programs to join an informational session that provides a ready to go and easy to integrate infection control instruction plan.

The webinar will take place from **1 to 2 p.m. EDT Tuesday, Oct. 3, via Zoom**. Register [here](#).

Why Should You Attend? Click [here](#) to see what you can look forward to.

For more information, contact Stacie Clay, project coordinator, at clays@uindy.edu or 317-791-5934.

Clinical Sites - Reminder

IDOH has been receiving feedback from Ivy Tech indicating when it reviews NAT and QMAT test applications, there are many clinical sites listed on the applications that are not approved for that training program.

Each training program must have every clinical site approved prior to sending any student into that facility for clinicals. The training program must allow ample amount of time (at least one week) for IDOH to review and to approve (or deny) the request. Please do not wait until the last minute to submit the request for approval, or the process may not be completed in time for the student to begin clinicals on the expected date.

The training program will receive an approval (or denial) via email for every clinical and classroom site request. If the program has not received either approval or denial via email two weeks post the request, the person who submitted the request should follow up by emailing the IDOH training email box at IDOHLtctrainingprograms@health.in.gov. If you do not have an approval email or letter, the site is not considered to be approved by IDOH.

Also, the training program must have clinical sites approved for NAT and QMAT separately. Just because a clinical site has been approved for the NAT program does not mean it can be used for the QMAT program. Please ensure you are submitting a separate application for NAT and QMAT requests.

Lack of approval of clinical or classroom sites can lead to a citation for the training program.

QMA Program Renewals

Reminder emails have been sent to QMA Training Programs that renew in odd years. These programs must be renewed before Oct. 1. If your program renews in odd years, and you have not received this reminder email, please, send an email indicating the name of the training program,

the names of at least two contact people with their email addresses and phone numbers, and the program's mailing address to the IDOH training email box at IDOHLTctrainingprograms@health.in.gov. Even if you do not receive the reminder email, you are still always responsible for renewing any program by the given deadline. IDOH is working hard to keep all training program's information updated, so if your program ever has changes, please send that information to the training email box.

Updated State Forms

The following forms have been updated and are on our [webpage](#).

- State Form 629 [Application for Approval to Operate NAT / QMAT Program](#)
*Please remember to submit a separate application for NAT and a separate one for QMA.
- State Form 51650 [Documentation of QMA practicum](#)
- State Form 51654 [QMA Record of Annual Inservice Training](#)

A new master schedule state form will be coming soon.

All of these new forms are fillable / electronic – no need to print, sign, scan, etc. Just fill it out and attach to an email to IDOHLTctrainingprograms@health.in.gov.

Roundtable Scheduled for Sept. 27

The Indiana Coalition of Healthcare Professionals (IChP), IDOH and Ivy Tech Community College (ITCC) have scheduled a virtual roundtable discussion for 11 a.m. EDT, Wednesday, Sept. 27. You may join in the discussion via Microsoft Teams [here](#) and see the agenda [here](#).