**INSTRUCTIONS:**

* The form is to assist training programs with ensuring program faculty meet the required qualifications.
* Each faculty member must meet the qualifications specified for the position.
* After reviewing the qualifications, complete and submit the [Existing Training Program – Faculty Approval Request Form](https://info.ncdhhs.gov/dhsr/hcpr/nat.html#TP) for each faculty member.
* Faculty must be approved by the North Carolina Division of Health Service Regulation (DHSR) prior to modifications being implemented in the training program.
* Contact your [Education Consultant](https://info.ncdhhs.gov/dhsr/hcpr/consultants.html) with any questions or concerns.

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|  | **PROGRAM COORDINATOR POSITION****Qualifications** | **Nurse Aide I****Training Program** | **Geriatric Aide** **Training Program** | **Home Care Specialty Training Program for Nurse Aides** |
| **1.** | Registered Nurse with an unencumbered license. | Yes | Yes | Yes |
| **2.** | Licensed to practice nursing in North Carolina. | Yes | Yes | Yes |
| **3.**  | Has at least two (2) years (4000 hours) of experience as a Registered Nurse in the United States. | Yes | Yes | Yes |
| **4.**  | Has at least one (1) year (2000 hours) of Registered Nurse experience in the provision of long-term care facility services in the United States demonstrated by:1. working in a long-term care facility licensed as a skilled nursing facility or a skilled nursing facility which is a distinct part of a hospital; **or**
2. supervising or teaching students in a long-term care facility licensed as a skilled nursing facility or a skilled nursing facility which is a distinct part of a hospital.
 | Yes | Yes | Yes |

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|  | **INSTRUCTOR POSITION****Qualifications** | **Nurse Aide I****Training Program** | **Geriatric Aide** **Training Program** | **Home Care Specialty Training Program for Nurse Aides** |
| **1.** | Registered Nurse with an unencumbered license. | Yes | Yes | Yes |
| **2.** | Licensed to practice nursing in North Carolina. | Yes | Yes | Yes |
| **3.**  | Has at least two (2) years (4000 hours) of experience as a Registered Nurse in the United States. | Yes | Yes | Yes |
| **4.**  | Meets at least one (1) of the following:1. completion of a course in teaching adults; **or**
2. experience in teaching adults; **or**
3. experience in supervising nurse aides.
 | Yes | Yes | Yes |
| **5.** | Has at least one (1) year (2000 hours) of home care/home health experience.  | No | No | Yes |

*Important Notice for Geriatric Aide Training Programs*:

Experience in caring for older adults in a long-term care facility is preferred but not required.