

## **Illinois Department of Public Health**

### **Temporary Nursing Assistant (TNA)**

#### **Training Program**

The purpose of the Temporary Nurse Training (“TNA”) Program is to provide trained personnel to perform certain patient/resident care procedures that do not require the full set of skills or training required for a Certified Nursing Assistant or a licensed nurse. The major components of the TNA Program are as follows:

- Training will be limited to certain patient/resident care procedures, as follows:
  - Performance Skill #1 Wash hands
  - Performance Skill #2 Perform Oral Hygiene
  - Performance Skill #3 Shave a Resident with an electric razor
  - Performance Skill #4 Give Partial Bath
  - Performance Skill #5 Give a Shower or Tub Bath
  - Performance Skill #6 Make Occupied Bed
  - Performance Skill #7 Dress a Resident
  - Performance Skill #8 Transfer Resident to Wheelchair Using a Transfer/Gait Belt
  - Performance Skill #9 Assist with Transfer Using Mechanical Lift
  - Performance Skill #10 Ambulate with Transfer Belt
  - Performance Skill #11 Feed A Resident
  - Performance Skill #12 Calculate Intake and Output
  - Performance Skill #13 Place Resident in a Side-Lying Position
  - Performance Skill #14 Measure and Record Temperature, Pulse and Respirations
  - Performance Skill #15 Measure and Record Blood Pressure
  - Performance Skill #16 Measure and Record Weight
  - Performance Skill #17 Measure and Record Height
  - Performance Skill #18 Donning and Doffing non-sterile gloves
  - Performance Skill #19 Choking: Heimlich Maneuver
- A minimum of 16 hours of education and on-the-job training must be successfully completed.
- The 16 hours of training must include
  - a minimum of 8 hours of classroom education, and

- a minimum of 8 hours of on-the-job training, which may include job shadowing and mentoring.
- The 8-hour classroom education component may be satisfied by successful completion of the American Health Care Association online training program that is located on its website at <https://educate.ahcancal.org/products/temporary-nurse-aide> and the training videos at <https://nurseaidetesting.com/program-coordinators-instructors/performance-skills-videos/>. The training must be taken in the facility and proctored.
- The 8-hour on-the-job training component requires that
  - training program instructors are responsible for assuring that their TNA students are competent to perform the performance skills listed on the clinical skills checklist (attached),
  - successful performance of the skills by the students must be documented, and
  - supervising nurses must be informed of the skills that each temporary nursing assistant is allowed to perform.
  - The skills videos online at <https://nurseaidetesting.com/program-coordinators-instructors/performance-skills-videos/> may be used as supplemental educational material.
- The facility must notify its certified and licensed staff members that TNAs have a limited scope of work, and this notification must detail what duties can be delegated to the TNAs.
- If a facility learns that a TNA is performing work outside of the scope of this training, the TNA must be stopped, corrected, and the work assigned to the appropriate personnel.
- TNAs will report to the facility's charge nurse or nursing supervisor and may be assigned appropriate tasks by the supervising nurse(s).
- The Health Care Worker Background check applies to this position.
- Persons in this position must be included on the Health Care Worker Registry.
- This position is only authorized for the duration of the Governor's COVID Disaster Proclamation, after which time facilities are required to transition to certified staff only (Certified Nursing Assistants).
- TNAs are not eligible to take the Certified Nursing Assistant competency exam and will not be employed as an aide after the pandemic emergency.

