

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 proctored by a registered nurse 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 by a registered nurse.
- The 8-hour classroom education component may only 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>. While not a requirement of the TNA program, individuals are encouraged to review the instructional videos at <https://nurseaidetesting.com/program-coordinators-instructors/performance-skills-videos/> to better enhance their understanding of the skills required to be a competent TNA. Training must be proctored by a registered nurse and must be conducted at the facility of employment or an alternate location provided by the employer.
- The 8-hour on-the-job training component requires that
 - training program instructors are registered nurses and are responsible for assuring that their TNA students are competent to demonstrate the performance skills listed on the clinical skills checklist (attached),
 - successful performance of the skills by the students must be documented by a registered nurse, and
 - supervising nurses (RNs and LPNs) must be informed of the skills that each TNA 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, the work must be 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.
- Facilities that wish to hold a TNA course must notify IDPH of their intent at dph.bnntp@illinois.gov. Schedules and rosters are not required.

