

Illinois Department of Public Health
BNATP Monthly Update
January 2020

1. For 2020 and 2021 there is only one schedule available to try to eliminate some confusion. This schedule will start in January 2020 and end in May 2021. It can be used by all programs.
2. If you click “save” or use the save icon multiple times while creating your schedule, it will make the file size larger each time you hit save. Some email programs limit the size of a file to 5 mb or less. Click “Save As” every time and either save the file with a new file name or save over the existing file name to limit file sizes. A completely filled schedule should typically be less than 1 mb. If you’re having trouble sending schedules, it may be because the file size is too large. IDPH will allow only 10 mb of attachments per email.
3. All programs are required to enter training information (name of school and start and end dates) into the Health Care Worker Registry. If you have not been doing this, please contact registry personnel at dph.hcwr@illinois.gov for instructions.
4. A reminder for everyone that the 2020 Annual CNA Conference will be early this year. It is March 6, 2020 at the Crowne Plaza Hotel in Springfield.
5. **Please do not send emails to** both the ross.carey-walden@illinois.gov and the dph.bnatp@illinois.gov addresses. I monitor both inboxes!
6. Vocational programs (private business/private school) are required to renew their certificate of approval from the Illinois Board of Higher Education (IBHE) annually. This must be sent to dph.bnatp@illinois.gov in order to continue your program approval. Failure to send this certificate annually will result in deactivation of your program.

Randy Carey-Walden, RN, MSN, CCM
Public Service Administrator
Illinois Department of Public Health
Training and Technical Support
525 W. Jefferson St. 4th Floor
Springfield, IL 62761
Phone: 217.785.5569
Fax: 217.557.3363
ross.carey-walden@illinois.gov