

Illinois Department of Public Health
BNATP Monthly Update
September 2019

1. ***Please include your program code(s) on ALL emails to the Department. I consistently have to send a return email requesting the program code(s) in order to complete a task. Consider putting your program codes in your signature block so that it automatically sends the codes.***
2. There still seems to be confusion about the master schedule submission. It is submitted via email only. I still receive references stating “I couldn’t submit it online, so I am emailing it.” ***There is no online submission.*** The “Submit to IDPH” button on the .pdf file will open an email window with your schedule as an attachment if you are using an email program like Outlook or Eudora. Attaching it to a regular email will also send it in the correct format.
3. The only currently approved schedule is that which is stored online at www.nurseaidetesting.com. All other schedules are now obsolete.

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