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## ANATP/BNATP Monthly Update December 2022

1. Beginning January 1, 2023, all programs must begin separating their theory hours from lab hours and enter the total number of lab hours on page two of the Master Schedule. There is a minimum requirement of 16 hours of lab for those programs who only offer the minimum required 80 hours of theory.
2. You do not have to have a separate hybrid program approved if you are going to hold classes online only temporarily (such as during quarantine situations). You only have to email [dph.bnatp@illinois.gov](mailto:dph.bnatp@illinois.gov) to let me know what dates you will be online. Vocational programs (private businesses) will have to receive approval from IBHE before using online modality without full approval.
3. Breaks and mealtimes must be excluded from the time scheduled for theory, lab, and clinicals. If you put, for example, that your class will meet from 10 a.m.-2 p.m. and you count four hours of class time, your schedule will be rejected. During site visits we are being told by several programs that there are no breaks, but students are allowed to get up and leave if they need to. This is not acceptable. If a student leaves the class for 15 minutes, how are they making up for the missed instruction? If a class is scheduled over a normal mealtime, the expectation will be that you have subtracted at least 30 minutes from the time. In the example above, this would be 3.5 hours counted. Your theory dates on the calendars must add up to the total number of hours for which your program was approved. Using the example above, if you have 80 theory/lab hours, you will have to have 23 class times to equal 80 hours. Legislation is awaiting approval that will require you to give a meal break for all class times of five hours or more and to provide at least 10-minute breaks periodically. There are volumes of research showing the importance of regular breaks in education.
4. When responding to email requests, please preserve the email thread. Always reply to an email instead of starting a new email. It is difficult to always search through emails to determine what the original conversation was about. For example, if you request a delay in sending a master schedule, please send the schedule attached to the same email where you received the approval.
5. CEUs for nurses who have been hired based on education and do not have a Train the Trainer course must be accredited. The CEU certificate must show the accreditation body (any state board of nursing, ANCC, ANA, etc.). The CEU certificate must show the number of CEUs awarded. This is stated as “continuing education units,” “CEUs,” or “contact hours.” Any CEU that is accepted as continuing education for RNs toward licensure is acceptable.



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As always, do not hesitate to call or email with questions.

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