



525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • www.dph.illinois.gov

ANATP/BNATP Monthly Update November 2023--SUPPLEMENTAL

**DO NOT SEND ANY OTHER ATTACHMENTS OR REQUEST INFORMATION
VIA THE EMAIL BELOW. It is for Master Schedules only!
YOU WILL NOT RECEIVE A RESPONSE TO ANYTHING IN THIS EMAIL BOX.**

**DO NOT SEND INQUIRIES TO ANY DPH OR SIU EMAIL ASKING
IF YOUR SCHEDULE WAS RECEIVED.**

**EMAILS TO INFORM DPH OF CHANGES IN THE SCHEDULE ARE STILL SENT TO
DPH.BNATP@ILLINOIS.GOV.**

1. Beginning December 1, 2023, there will be a change in how Master Schedules are submitted. You will not receive feedback on the schedules except during monitoring visits and occasional spot checks. Here are the new instructions:

Email the schedule in pdf format to masterschedule@siu.edu. The file name MUST BE IN THE FOLLOWING FORMAT:

Program Code_Beginning Date of Class_Ending Date of Class. For example,

1056_20231101_20231215

If you revise a schedule, it must be in this format:

Program Code_REVISION_Beginning Date of Class_Ending Date of Class. For example:

1056_REVISION_20231101_20231215

Schedules sent to dph.bnatp@illinois.gov or to ross.carey-walden@illinois.gov will be rejected. Schedules not sent to the email address masterschedule@siu.edu will be considered not sent and not received and will be considered a violation of Title 77 Section 395.170 a).

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



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