

**North Carolina Department of Health and Human Services  
Division of Health Service Regulation  
Health Care Personnel Education and Credentialing Section  
Existing Training Program – Faculty Approval Requirements**

**INSTRUCTIONS:**

- The information is to assist training programs with ensuring program faculty meet the required qualifications.
- Each faculty member must meet the qualifications specified for the position.
- After reviewing the qualifications, complete and submit the Existing Training Program – Faculty Approval Request Form for each faculty member.
- Faculty must be approved by the North Carolina Division of Health Service Regulation (DHSR) prior to the enrollment of students in the training program.
- Contact the DHSR Education Consultant for your region with any questions.

**PROGRAM COORDINATOR QUALIFICATIONS:**

The below requirements apply to the Nurse Aide I, Geriatric Aide, and Home Care Specialty Training for Nurse Aides training programs.

- Registered Nurse with an unencumbered license
- License to practice nursing in North Carolina
- Has at least two (2) years (4000 hours) of experience as a Registered Nurse in the United States
- Has at least one (1) year (2000 hours) of experience as a Registered Nurse in the provision of long-term care facility services in the United States demonstrated by:
  - Working in a long-term care facility licensed as a skilled nursing facility or a skilled nursing facility which is a distinct part of a hospital; or
  - Supervising or teaching students in a long-term care facility licensed as a skilled nursing facility or a skilled nursing facility which is a distinct part of a hospital.

**INSTRUCTOR QUALIFICATIONS:**

The below requirements apply to the Nurse Aide I, Geriatric Aide, and Home Care Specialty Training for Nurse Aides training programs.

- Registered Nurse with an unencumbered license
- License to practice nursing in North Carolina
- Has at least two (2) years (4000 hours) of experience as a Registered Nurse in the United States
- Meets at least one (1) of the following criteria:
  - Completion of a course in teaching adults
  - Experience in teaching adults
  - Experience in supervising nurse aides

In addition to the qualifications listed above for the Instructor position, the below requirement also applies to the Home Care Specialty Training for Nurse Aides training program:

- Has a least one (1) year (2000 hours) of home care/home health experience.

In addition to the qualifications listed above for the Instructor position, the below item is preferred but not required for the Geriatric Aide training program:

- Experience in caring for older adults in a long-term care facility