Indiana Department of Health

Aides Training Programs Newsletter

Aides Training Programs Newsletter 2024-07
October 4, 2024

Aides Training Programs Update:

- **CNA/QMA Testing Timeline**
- **QMA Practicum and CNA Clinical Documentation Reminder**
- **New QMA Curriculum and Forms Reminder**
- **Master Schedule Reminder**

CNA/QMA Testing Timeline

Ivy Tech Testing Services has developed this helpful flyer as a guide and timeline to follow to ensure your students can test within two to three weeks of course completion. Please review and use this as a resource.

QMA Practicum and CNA Clinical Documentation Reminder

Only RNs and LPNs licensed in Indiana may check-off skills and procedures during QMA Practicum and CNA Clinicals on the Documentation of QMA Practicum form and the CNA Resident Care Procedures (RCP) Checklist. Please ensure the form is completed and the signatures are legible.

New QMA Curriculum and Forms Reminder

The QMA curriculum was updated and released earlier this year. QMA training programs are reminded to use the new curriculum and the associated revised forms related to QMA training. Approved instructors and program directors may email IDOHLTCTrainingPrograms@health.in.gov for an electronic copy of the revised curriculum manuals.

QMA forms may be found here: https://www.in.gov/health/ltc/aide-training-and-certification/qma/forms-and-applications/, including the Documentation of QMA Practicum form.

A few corrections need to be made to the new QMA curriculum. IDOH will be completing those minor revisions soon. If any training program has noticed any content that needs reviewed and/or revised in the QMA curriculum, please notify us at IDOHLTCTrainingPrograms@health.in.gov by Oct. 20.

Master Schedule Reminder

All CNA and QMA training programs that are not nursing home-based are reminded to submit a Master Schedule to IDOH before the start of every NAT, QMAT, and Insulin Administration Training class being conducted at your training program. Also, please, be sure to keep your training program information (instructors, contact information, etc.) up to date with IDOH.

Submit completed Master Schedule forms and all program information updates (via the Application for Approval to Operate a Nurse Aide or Qualified Medication Aide Training Program) to IDOHLtctrainingprograms@health.in.gov.