



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, Washington 98504-5600

November 3, 2023

AL TSA: AFH #2023-038
AL TSA: ALF #2023-027
AL TSA: ESF #2023-024
AL TSA: CCRSS #2023-020

**IMPLEMENTATION OF HOUSE BILL 1694: CHANGES TO LONG-TERM CARE
WORKER ELIGIBILITY, TRAINING AND CERTIFICATION**

Dear Provider/Administrator:

The Washington State Legislature passed E2SHB [1694](#) in the 2023 legislative session. The bill allows a new date of hire for certain individuals and makes it easier to reactivate an expired credential. As required by the bill, AL TSA has made the following changes to Chapter 388-112A WAC Residential Long-Term Care Services Training.

The amended WACs pertaining to long-term care (LTC) providers in residential settings include:

- 388-112A-0010 What definitions apply to this chapter?
- 388-112A-0110 May a home employ a long-term care worker who has not completed the 70-hour home care aide training or certification requirements?
- 388-112A-0115 How does DSHS determine a long-term care worker's date of hire?
- 388-112A-0130 When and how may a long-term care worker be eligible to reset date of hire?

Date of Hire Changes:

As of July 23, 2023, a LTC provider who is not currently certified or eligible to reactivate an expired credential shall receive a new date of hire when beginning work with either a new employer *after prior employment has ended* or returning to a former employer *after prior employment has ended*. This allows those who are out of compliance with either training or home care aide (HCA) certification to be hired and receive a new /date of hire and a new training and certification deadline.

Expired Credential Changes:

The Department of Health (DOH) has implemented the following changes:

- As of July 23, 2023, a person with an **HCA credential** that has been expired for five years or less may have the credential reactivated if the provider:
 - a. Completes an abbreviated application form;
 - b. Pays any necessary fees, including the current certification fee, late renewal fees, and expired credential reissuance fees, unless exempt pursuant to Section 4 of the Act (E2SHB 1694);
 - c. Provides a written declaration that no action has been taken by a state or federal jurisdiction or hospital which would prevent or restrict the person holding the expired certificate from practicing as an HCA;
 - d. Provides a written declaration that the person holding the expired certificate has not voluntarily given up any credential or privilege or has not been restricted from practicing as an HCA in lieu of or to avoid formal action; *and*

ALTSA Provider Letter: **IMPLEMENTATION OF HOUSE BILL 1694: CHANGES TO LONG TERM CARE WORKER ELIGIBILITY, TRAINING AND CERTIFICATION**

November 3, 2023

Page 2

- e. Submits to a state and federal background check as required by RCW 74.39A.056 if the certificate has been expired for more than one year.
- As of September 1, 2023, a person whose **HCA credential** has been expired for more than six months and less than two years may reactivate the credential without paying any renewal fees. Beginning September 1, 2023, DOH will automatically renew the credential of any person who is eligible.
- As of September 1, 2023, a person whose **nursing assistant certificate (NA-C)** has been expired for more than six months and less than two years may restore their certificate to active status without renewal fees if the person complies with all other certification requirements.

DOH requests LTC providers update their email and mailing address with DOH so they can receive renewal and reactivation communications.

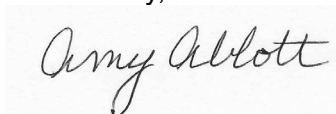
Continuing Education:

DOH does not require continuing education (CE) to reactivate an expired NA-C credential. However, DSHS rules require CE for each year a NA-C works in LTC. To remain a qualified LTC provider, NA-Cs must complete any annual CE that is due or past due. Long term care employers are only responsible for ensuring a new LTC provider has completed CE for the compliance year in which they were hired (WAC 388-112A-0125(1)(b)).

For more information, including answers to frequently asked questions, training and related resources, please visit the [Department of Health Home Care Aide web page](#).

If you have any questions, please contact David Chappell, Training Program Manager, at (360) 725-2516 or David.chappel@dshs.wa.gov **OR** Adora Brouillard, Training Unit Manager, at (360) 725-2538 or adora.brouillard@dshs.wa.gov.

Sincerely,



Amy Abbott, Director
Residential Care Services

DSHS: *“Transforming Lives”*