Facility Instructor Qualification Requirements

All instructors must:
1. Be twenty-one years of age.
2. Have not had a professional health care or social services license or certification revoked in Washington State.

In addition to the general qualifications listed above - upon initial approval or hire, an instructor must meet the following qualifications:

<table>
<thead>
<tr>
<th>Course</th>
<th>Facility Instructor Education &amp; Work Experience</th>
<th>Facility Instructor Teaching Experience</th>
<th>Prerequisite class &amp; documentation required</th>
<th>Attest by signature on TPA, or Instructor Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation Training¹,²</td>
<td>• Active Washington state RN license in good standing. OR • Person with specific knowledge, training, and work experience relevant to the topics required in orientation and safety training.</td>
<td>None required.</td>
<td>None</td>
<td>Facility licensee approved at licensing. Attest by TPA Form signature.</td>
</tr>
<tr>
<td>Safety Training¹,²</td>
<td></td>
<td>None required.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuing Education²</td>
<td>• Active Washington state RN license in good standing. OR • Person that is proficient in the content they cover in the course or have specific knowledge, training, or experience in the provision of direct, personal care, or other relevant services to the elderly or persons with disabilities requiring long-term care.</td>
<td>None required.</td>
<td>None</td>
<td>Attest by TPA Form signature.</td>
</tr>
<tr>
<td>Core Basic Training³</td>
<td>• Active Washington state RN license in good standing with work experience within the last 5 years with clients of long-term care community setting. OR • AA Degree, or higher, in health or human services and 6 months of professional or caregiving experience within the last 5 years in long-term care community setting. OR • High school grad/GED, and 1 year of professional or caregiving experience within the last 5 years in long-term care community setting.</td>
<td>• 100 hours teaching adults topics in basic training. OR • 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training. OR • 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement.</td>
<td>Adult Education course completion.⁷ Certificate not required.</td>
<td>Attest by TPA Form signature.</td>
</tr>
</tbody>
</table>

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<th>Prerequisite class &amp; documentation required</th>
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<td>None</td>
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<td></td>
</tr>
</tbody>
</table>

References:
¹ WAC 388-112A-1000
² WAC 388-112A-1260, 388-71-1060
³ WAC 388-112A-1240, 388-71-1055
⁴ WAC 388-112A-1290
⁵ WAC 388-112A-1295
⁶ WAC 388-112A-1280
⁷ WAC 388-112A-1297, 388-71-1066
**Course** | **Facility Instructor** | **Facility Instructor** | **Prerequisite class** | **Attest by signature on**
| | **Education & Work Experience** | **Teaching Experience** & documentation required | TPA, or Instructor Form |
| | **Must meet one of the categories** | **Must meet one of the categories** | | |

**Dementia Specialty Training**

- Active Washington state RN license in good standing with work experience within the last 5 years with clients of long-term care community setting.
- AA Degree, or higher, in health or human services and 6 months of professional or caregiving experience within the last 5 years in long-term care community setting.
- High school grad/GED, and 1 year of professional or caregiving experience within the last 5 years in long-term care community setting.
- 100 hours teaching adults topics in basic training.
- 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training.
- 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement.
- Adult education certificate.  
- Attest on the Instructor Application for Facilities Form.

**Developmental Disabilities Specialty Training**

- Bachelor’s degree with 2 years full-time work experience in the field of disabilities.
- High school grad/GED with 4 years full-time work experience in the field of developmental disabilities, including 2 years full-time direct work experience with people who have a developmental disability.
- 200 hours teaching experience.
- Adult education certificate.  
- Attest by TPA Form signature.

**Mental Health Specialty Training**

- Active Washington state RN license in good standing with work experience within the last 5 years with clients of long-term care community setting.
- AA Degree, or higher, in health or human services and 6 months of professional or caregiving experience within the last 5 years in long-term care community setting.
- High school grad/GED, and 1 year of professional or caregiving experience within the last 5 years in long-term care community setting.
- 100 hours teaching adults topics in basic training.
- 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training.
- 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement.
- Adult education certificate.  
- Attest on the Instructor Application for Facilities Form.

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**Special Note**

During 2018, DSHS is updating the mental health specialty training curriculum to a new class, entitled *Mental Health Capable Caregiving, Level 1*. To teach the new curriculum, *Mental Health Capable Caregiving, Level 1*, instructors must submit their MH, Level 1 certificate OR to teach the 2007 mental health specialty training curriculum until February 28, 2019 facility instructors must submit their manager level certificate. Questions on alternative MH specialty curriculum should be directed to the DSHS training unit at (360)725-2550.