

## DSHS Facility Instructor — Qualification Requirements

**All instructors must:**

1. Be 21 years of age.
2. Have **not** had a professional health care or social services license or certification revoked in Washington state.
3. **In addition to the general qualifications listed below**, an instructor must meet the following qualifications for DSHS approval:

Course Training	Facility Instructor Education and Work Experience Must meet <i>one</i> of the categories	Facility Instructor Teaching Experience Must meet <i>one</i> of the categories	Prerequisites, Required Documentation, and Application
<b>Orientation Training<sup>1</sup></b> <b>Safety Training<sup>1</sup></b>	Active Washington state RN license in good standing <b>OR</b> Person with specific knowledge, training, and work experience relevant to the topics required in orientation and safety training	None required	<b>Prerequisites:</b> None <b>Required Documentation:</b> None <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a>
<b>Continuing Education<sup>1</sup></b>	Active Washington state RN license in good standing <b>OR</b> 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	None required	<b>Prerequisites:</b> None <b>Required Documentation:</b> None <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a>
<b>Core Basic Training<sup>2, 8</sup></b> <b>Population Specific Training<sup>2</sup></b> <b>On-the-job Training<sup>2</sup></b>	Active Washington state RN license in good standing with work experience within the last five years with the elderly or persons with disabilities requiring long-term care in a community setting <b>OR</b> AA Degree, or higher, in health or human services and six months of professional or caregiving experience within the last five years in long-term care community setting <b>OR</b> High school diploma/GED, and one year of professional or caregiving experience within the last five years in long-term care community setting	100 hours teaching adults topics in basic training <b>OR</b> 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training <b>OR</b> 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement	<b>Prerequisites:</b> Adult Education <sup>6</sup> course completion <b>Required Documentation:</b> Adult Education certificate <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a> and <a href="#">Facility Instructor Application</a> <b>Additional form for On-the-Job Training only:</b> <a href="#">On-the-Job Skills Training Application</a>

Course Training	Facility Instructor Education and Work Experience Must meet <i>one</i> of the categories	Facility Instructor Teaching Experience Must meet <i>one</i> of the categories	Prerequisites, Required Documentation, and Application
<b>Dementia Specialty Training<sup>3,8</sup></b>	Active Washington state RN license in good standing with work experience within the last five years with the elderly or persons with disabilities requiring long-term care in a community setting <b>OR</b> AA Degree, or higher, in health or human services and six months of professional or caregiving experience within the last five years in long-term care community setting <b>OR</b> High school diploma/GED, and one year of professional or caregiving experience within the last five years in long-term care community setting	100 hours teaching adults topics in basic training <b>OR</b> 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training <b>OR</b> 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement	<b>Prerequisites:</b> Dementia Specialty Training and Adult Education <sup>6</sup> course completion <b>Required Documentation:</b> Dementia Specialty Training certificate and Adult Education certificate <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a> and <a href="#">Facility Instructor Application</a>
<b>Mental Health Specialty Training<sup>4,8</sup></b>	Active Washington state RN license in good standing with work experience within the last five years with the elderly or persons with disabilities requiring long-term care in a community setting <b>OR</b> AA Degree, or higher, in health or human services and six months of professional or caregiving experience within the last five years in long-term care community setting <b>OR</b> High school diploma/GED, and one year of professional or caregiving experience within the last five years in long-term care community setting	100 hours teaching adults topics in basic training <b>OR</b> 40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training <b>OR</b> 40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement	<b>Prerequisites:</b> Mental Health Specialty Training and Adult Education <sup>6</sup> course completion <b>Required Documentation:</b> Mental Health Specialty Training certificate and Adult Education certificate <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a> and <a href="#">Facility Instructor Application</a>
<b>Developmental Disabilities Specialty Training<sup>5</sup></b>  For additional information about Developmental Disabilities Specialty Training, visit <a href="https://www.dshs.wa.gov/dda/dda-specialty-training">https://www.dshs.wa.gov/dda/dda-specialty-training</a>	Bachelor's degree with at least two years full-time work experience in the field of disabilities <b>OR</b> High school diploma/GED with four years full-time work experience in the field of developmental disabilities, including two years full-time direct work experience with people who have a developmental disability	200 hours teaching experience	<b>Prerequisites:</b> Developmental Disabilities Specialty Training and Adult Education <sup>6</sup> course completion <b>Required Documentation:</b> Developmental Disabilities Specialty Training certificate and Adult Education certificate <b>Application:</b> <a href="#">Facility Training Program Application and Updates</a> and <a href="#">Facility Instructor Application</a>

Course Training	Facility Instructor Education and Work Experience Must meet <i>one</i> of the categories	Facility Instructor Teaching Experience Must meet <i>one</i> of the categories	Prerequisites, Required Documentation, and Application
<p><b>Expanded Specialty Training<sup>7,8</sup> includes the following courses:</b></p> <p><b>Traumatic Brain Injury Specialty</b></p> <p><b>Diabetes Specialty</b></p>	<p>100 hours teaching adults topics in basic training</p> <p>OR</p> <p>40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training</p> <p>OR</p> <p>40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement</p>	<p>100 hours teaching adults topics in basic training</p> <p>OR</p> <p>40 hours of teaching basic training while being mentored by an instructor who is approved to teach basic training</p> <p>OR</p> <p>40 hours of informal teaching experiences unrelated to basic training topics, and understands adult learning techniques, and the methods to measure their teaching improvement</p>	<p><b>Prerequisites:</b> Expanded Specialty Training and Adult Education<sup>6</sup> course completion</p> <p><b>Required Documentation:</b> Expanded Specialty Training certificate(s) and Adult Education certificate</p> <p><b>Application:</b> <a href="#">Facility Training Program Application and Updates</a> and <a href="#">Facility Instructor Application</a></p>

**Key to WACs (Washington Administrative Code)**

- <sup>1</sup> WAC 388-112A-1260
- <sup>2</sup> WAC 388-112A-1240
- <sup>3</sup> WAC 388-112A-1290
- <sup>4</sup> WAC 388-112A-1280
- <sup>5</sup> WAC 388-112A-1295
- <sup>6</sup> WAC 388-112A-1297
- <sup>7</sup> WAC 388-112A-1294
- <sup>8</sup> WAC 388-112A-0010