



In order for a CNA to be admitted to the Medication Aide training program offered by the Healthcare Workforce Training Institute and in accordance with DHS 129.23 the following requirements must be met.

- Worked 2,000 hours as a CNA in the last 3 years.
- Worked 40 hours as a CNA in the last 90 days.

Letters of recommendation:

- Administrator
- Director of Nursing
- Charge/Registered Nurse
- Charge/Registered Nurse

The below form(s) have been provided to assist in obtaining the necessary information to enroll in the Medication Aide training program. However, a more personalized letter of recommendation can also be submitted. Thank you in advance for your assistance!

To Whom It May Concern:

\_\_\_\_\_ has been employed as a direct care provider in this skilled nursing facility since \_\_\_\_\_  
Students Name Date

Their total hours worked to date in this facility is \_\_\_\_\_.

As of today's date, \_\_\_\_\_, this CNA has accumulated \_\_\_\_\_ hours of work within the last 90 days, providing care for the same residents in this skilled nursing facility that the student will be working with during clinicals.

I certify this CNA has at least 2,000 hours of direct patient care in skilled nursing setting within last 3 years \_\_\_\_\_  
Initial Here

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

This form should be uploaded by the student with their class registration via the Healthcare Workforce Training Institute's website – [www.healthcareworkforcetraining.com](http://www.healthcareworkforcetraining.com)