



January 17, 2022

FROM: The Health Resources and Response Section
SUBJECT: Emergency Recruitment Program

The Emergency Recruitment Program is a new program that is intended to assist with the current certified nurse aide staffing shortage because of COVID-19. This program addresses shortages in skilled nursing facilities, basic care facilities, and assisted living facilities experiencing this problem across the state of North Dakota.

Attached is a description of the program including requirements for application. There will be up to 100 temporary nurse aides and certified nurse aides that will receive a \$2,000 sign-on payment after completion of six months of eligible employment.

The first round of sign-on bonus applications must be received by the North Dakota Department of Health by 5:00 p.m. on January 31, 2022. Priority will be given to individuals employed with skilled nursing facilities. Notifications of award for the first round of sign-on bonus will be made by February 4, 2022. Payment of the full sign on bonus will be made following six months of full-time employment. Following the February 4, 2022 application deadline, additional applications for the sign-on bonus will be processed on a first come first served basis according to priorities established by the North Dakota Department of Health. Applications will be received until the entire 100 bonuses have been awarded or the program ends.

For more information, please contact the Recruitment Program at the North Dakota Department of Health Monday- Friday 8 am to 5 pm at 701-328-0731 or via email at nddohdoc@nd.gov

Emergency Recruitment Program

The North Dakota Department of Health (NDDoH) is offering an Emergency Recruitment Program to encourage individuals to pursue careers working in skilled nursing, basic care and assisted living facilities as a Temporary Nurse Aide and Certified Nurse Aide.

What is the Emergency Recruitment Program?

The Emergency Recruitment Program's start date is January 17, 2022. The program will end on May 30, 2022, or with the approval of 100 applicants, whichever comes first.

The program will provide a \$2,000 sign-on payment for individuals who obtain a North Dakota Temporary Nurse Aide (NA) certification for employment in a skilled nursing facility, basic care facility, or assisted living facility. Priority will be given to individuals employed in a skilled nursing facility but individuals working in basic care, or assisted living facilities are also eligible and encouraged to apply. Individuals who hold a current North Dakota registration as a NA or Certified Nurse Aide (CNA) and have not been employed in that role for at least six months are eligible for the sign-on payment if they work in a qualifying facility.

Applicants will be required to complete six months of employment with a North Dakota skilled nursing facility, basic care facility, or assisted living facility. After the first month of work, the individual will receive 25% (\$500) of the recruitment payment. After the six-month employment period, the remaining 75% (\$1,500) will be paid. The individual must remain in good standing during the six month recruitment period in order to receive the full \$2,000.

The NDDoH will make all payments to the facility which will distribute funds to the employee. The hiring facility will be responsible for reporting the employment status to the NDDoH the employment status for the recruitment payment.

What is a Temporary Nurse Aide?

A Temporary Nurse Aide (NA) helps provide resident care by assisting with bathing, dressing, feeding, restorative care, and more. The hiring facility will determine the exact job responsibilities. The hiring facility may want the temporary nurse aide to immediately enroll in a CNA course to further enhance their skills and knowledge.

How do you become a Temporary Nurse Aide?

This is a temporary certification intended to address the current Federal COVID-19 emergency. To become a Temporary NA, you must complete an eight-hour online training combined with the on-site training you will get at the facility where you are hired. Once you have completed this training, you will receive a certificate of completion that you can print and show to your hiring facility. The Temporary NA certification will end four months after the end of the COVID-19 Presidential Emergency Declaration.

What are the recruitment requirements to become a Temporary NA?

1. Complete the eight-hour online Temporary Nurse Aide training program. This can be found at: <https://educate.ahcancal.org/products/temporary-nurse-aide> ***This course is free and is designed to meet the critical staff shortages occurring because of COVID-19.***
2. Obtain Temporary NA registration from the NDDoH.
3. Obtain employment at a North Dakota skilled nursing care, basic care, or assisted living facility licensed by the NDDoH.
4. Complete any training the facility requires and obtain their attestation regarding your competency as a Temporary Nurse Aide. The facility will complete their attestation about your skill competency online in the NDDoH Nurse Aide Registry.

How do you apply as a Temporary NA for the Emergency Recruitment Program?

1. Become a North Dakota Temporary NA in good standing.
2. Obtain employment at a North Dakota skilled nursing care, basic care, or assisted living facility licensed by the NDDoH. The program requires that you have not had employment in a similar role for the previous six months.
3. Complete any skills training required by the facility.
4. Obtain attestation from the facility indicating that you became employed at their facility after January 17, 2022, and that you are competent in the required skills.
5. Complete an application form for the Emergency Recruitment Program. The application is available on the NDDoH website at <https://services.ndnar.org/>. Once the application has been completed, you will attest that you were not employed as a temporary NA or similar role during the previous six months. Your current employer will sign that you are now employed with their facility. You will then send the signed application as an email attachment to naregistry@nd.gov.

What is a Certified Nurse Aide (CNA)?

People who choose to continue with this profession after the COVID emergency must become a Certified Nurse Aide (CNA). CNAs work directly with long term care residents in a variety of settings. They take direction from nursing staff and are often responsible for helping patients with daily activities, monitoring their vital signs, and reporting their mental, physical, or emotional conditions.

How do you apply as a CNA for the Emergency Recruitment Program?

1. Be a North Dakota CNA in good standing.
2. Obtain employment at a North Dakota skilled nursing care, basic care, or assisted living facility licensed by the NDDoH.
3. Complete any skills training required by the facility.
4. Obtain attestation from the facility that you became employed at their facility after January 17, 2022, and that you are competent in the required skills.
5. Complete an application form for the Emergency Recruitment Program. The application is available on the NDDoH website at <https://services.ndnar.org/>. Once the application has been completed, you will attest that you were not employed as a CNA or similar role during the previous six months. Your current employer will sign that you are now employed with their facility. You will then send the signed application to naregistry@nd.gov as an attachment to an email.
6. Not be employed as a CNA or NA in any healthcare setting for the previous six months.

For more information please contact the Recruitment Program at the North Dakota Department of Health Monday-Friday 8 am to 5 pm at 701-328-0731 or at nddohdoc@nd.gov

To begin training to become a Temporary Nurse Aide, please visit <https://services.ndnar.org/> to get started.