



Dear Licensed Nurse:

The Georgia Medical Care Foundation (GMCF) conducts Train-the-Trainer Workshops for all Program Coordinators and Primary Instructors of state approved Nurse Aide Training and Competency Evaluation Programs.

This two-day workshop is mandatory for all licensed nurses seeking approval to teach in a State Approved Nurse Aide Training Program. The workshop is designed to provide the instructor with the fundamental teaching tools to facilitate nurse assistant training by providing information relevant to the learning needs of adults. Emphasis is placed on program design, curriculum development, and principles of measurement and evaluation of the adult learner. Federal and State Regulations for Nurse Aide Training and procedure(s) for placement of nurse aides on the State Registry will be discussed

The time frame for the first day will be from 9:00 a.m. to 3:00 p.m. and the second day of the workshop will take place from 9:00 a.m. to 1:00 p.m. **In order to receive a certificate of completion, a participant must attend both days of the workshop.**

The number of participants is limited per workshop. Therefore, please notify our office if you are unable to attend.

Registration is on a “first-come, first-serve basis.” However, preference may be granted to nurses in existing approved facility and non-facility based programs. To register via the web portal go to ([www.mmis.georgia.gov](http://www.mmis.georgia.gov)) and click on the Nurse Aide tab.

**You will receive an email notification once you complete your registration.**

There is no charge for the workshop. You will be responsible for meals and overnight lodging, if indicated. When possible, please utilize the internet for maps and/or driving directions.

**FAX:** 678-527-3034 or 877-399-8273  
**MAIL:** GMCF, Attn: Nurse Aide Program  
P. O. Box 105753  
Atlanta, GA 30348