

**AD HOC COMMITTEE
ON SAFETY OF MEDICATION ADMINISTRATION BY CERTIFIED MEDICATION
AIDES**

Meeting Location

Oklahoma State Department of Health
1000 N.E. 10th Street, Room 1102
Oklahoma City, OK 73117

Meeting Notes for February 8, 2006

❖ **Call to Order and Introductions**

Diane Hambric, Committee Chair opened the meeting at 10:05 a.m. Ms. Hambric introduced herself and asked everyone to introduce herself or himself.

❖ **Review and Correction of Minutes from November 2, 2005 Ad Hoc Meeting**

Ms. Hambric asked for corrections of the minutes of the November 2, 2005 meeting in Oklahoma City. No one had any corrections and the minutes stand as written.

❖ **Status report on implementation of OAC 310:677-13**

The emergency rule was effective December 22, 2005. Mr. Hartsell referred to and discussed the Timeline handout. Mr. Hartsell discussed the new application forms, and let everyone know that the Department knows there are problems with the forms, and that we are working on revising them. The application will probably not be official until the permanent rule goes into effect.

Mr. Hartsell said that we are here today asking the group to consider a recommendation on the permanent rule, which will replace the emergency rule. Then the rule will go to the State Board of Health on March 9, 2006 for final adoption. Then the permanent rule will go through the legislative process, and hopefully would be published in early July, and go into effect around the 10th or 11th of July.

Lynne Taylor mentioned that she appreciated the Department's quick response to her questions and concerns regarding the new advanced training applications.

❖ **Discussion of Changes to OAC 310:677-13 (proposed for permanent adoption, to be effective – 07/11/06)**

There was discussion on the Summary of Questions/Comments Received by OSDH. There was consensus to change the rule text from the November 10, 2005 draft rule. Language to be added to the November 10, 2005 draft rule is underlined and highlighted. Language to be deleted from the October 21, 2005 draft rule is ~~overstruck and highlighted~~ or ~~overstruck and highlighted~~.

CHANGE 1

310:677-13-1(g) is changed as follows:

(d) A certified medication aide shall renew ~~their~~ certification every 12 months. Recertification requires the following:

*(2) Current certification as a long term care aide, home health aide **and or** developmentally disabled direct care aide. CMAs may also be certified in the other two (2) categories in addition to the required certification as a long term care aide, home health care aide and developmentally disabled direct care aidesaide; and*

CHANGE 2

310:677-13-4(c)(2)(I)(iv) is changed as follows:

*(iv) Demonstrate in a minimum of ten tests **each** the accurate measurement and correct technique for preparation of a single and a mixed dose of insulin;*

CHANGE 3

310:677-13-4(d) is amended with a new paragraph (3) as follows:

(d) The advanced training program for administration of medications and nutrition via nasogastric and gastrostomy tubes, and for administration of oral metered dose inhalers and nebulizers, shall include:

(1) A combined minimum of 6 hours of classroom and supervised practical training; and

(2) Training in at least the following subject areas:

(A) Gastrointestinal system and alternative methods for providing medications and nourishment;

(B) Nasogastric and gastrostomy equipment and supplies;

(C) Procedures and techniques for insertion of nasogastric tube by a licensed nurse, and assessment of patient by registered nurse after placement of nasogastric or gastrostomy tube and before administration of medication or feedings;

(D) Methods and techniques for administration of medications and nutrition via nasogastric and gastrostomy tubes; and

(E) Identification of and responses to potential problems associated with administration of medications and nutrition via nasogastric and gastrostomy tubes.

(F) Respiratory system and methods for delivery of medications;

(G) Equipment and supplies for administration of medication via metered dose inhalers and nebulizers;

(H) Methods and techniques for administering medications via metered dose inhalers and nebulizers; and

(l) Identification of and responses to potential problems associated with administration of medications via metered dose inhalers and nebulizers;
and

(3) Return demonstrations of skill with a proficiency of 100% and didactic testing measuring curriculum knowledge at 90% or greater.

CHANGE 4

310:677-13-5 is amended as follows:

(a) *The written competency examination shall:*

(1) *Be drawn from a pool of test questions that address the course requirements.*

(2) *Be administered and scored by a Department approved entity.*

(3) Comply with the examination administration requirements in OAC 310:677-3-9.

(4) A minimum score of seventy percent (70%) shall be required to pass the written competency examination for certification as a medication aide.

(5) A minimum score of eighty percent (80%) shall be required to pass the written competency examination for insulin administration.

(6) A candidate who fails to score at least the required minimum on three consecutive written competency examinations shall be required to retrain before retesting.

(b) *The skills demonstration shall:*

(1) *Be performed in ~~the~~ a laboratory or a site comparable to the setting in which the certified medication aide will function.*

(2) *Be administered and scored by a physician, licensed nurse or registered pharmacist.*

(3) *The student shall achieve one hundred (100) percent accuracy on a medication pass on at least twenty (20) or more individuals under direct observation by an instructor.*

~~(4) The medication pass may be performed in a facility.~~

~~(5) The successful completion of the medication pass shall be documented and retained in the certified medication aide's training file.~~

(5) Comply with the examination administration requirements in OAC 310:677-3-9 and the content requirements in OAC 310:677-3-10.

CHANGE 5

310:677-13-7(b) is amended with a new paragraph (8):

310:677-13-7. *Skills and functions*

(b) Limitations. A certified medication aide shall not:

(1) Administer medication that requires assessment unless a registered nurse is available to perform the assessment within the required time;

- (2) Perform oral, nasal or tracheal suctioning;
- (3) Apply topical wound care medications that involve decubitus treatment ordered by the attending physician;
- (4) Act as preceptor for a medication aide in training;
- (5) Administer PRN medication without a documented assessment unless authorization is obtained from a licensed nurse on duty or on call, and unless fully documented by the certified medication aide;
- (6) Perform blood glucose testing unless the CMA has completed a Department-approved advanced training program and has demonstrated competency for care of diabetes;
- (7) Administer insulin unless the CMA has successfully completed a Department-approved advanced training program and competency and skills examination, and unless a physician or licensed nurse is on-site if the individual:
 - (A) Is newly diagnosed with diabetes;
 - (B) Requires insulin administration based on blood glucose levels and does not have clear physician orders for variable or sliding scale insulin; or
 - (C) Has unstable diabetes;
- (8) Administer medications or nutrition via nasogastric or gastrostomy tubes, or administer oral metered dose inhalers or nebulizers, unless the CMA has completed a Department-approved advanced training program and has demonstrated competency for such services; or
- (9) Take or note physician orders.

CHANGE 6

310:677-13-8(a) is amended as follows:

310:677-13-8. Certification and recertification

(a) **Effective August 1, 2006**, the following, to be evidenced by the aide's attestation, are prerequisites for certification as a medication aide:

- (1) Minimum age: 18;
- (2) Minimum education: high school or general equivalency diploma;
- (3) Current Oklahoma nurse aide certification with no abuse notations;
- (4) Experience working as a certified nurse aide for six months; and
- (5) Physical and mental capability to safely perform duties.

❖ Discussion of Report to the Long Term Care Facility Advisory Board

There was consensus to present the above changes to the Long Term Care Facility Advisory Board at the afternoon meeting.

❖ Other Public Comment

Mr. Hartsell informed the group that the emergency rule in regard to the prerequisites does not affect an aide enrolling in a regular CMA class until the emergency rules becomes a permanent rule on August 1, 2006. It does affect CMAs enrolling in the advanced training. They will have to meet the prerequisites for the advanced training immediately.

Rocky McElvany reported that he forwarded the emergency rule on certified medication aides to Dr. Cox. Dr. Cox is the person that offered the legislation to put this rule into place. Mr. McElvany said that Dr. Cox has reviewed the rule and realizes that there is some responsibility on the part of the physicians, and he as a physician accepts that responsibility. Dr Cox was pleased with the rule, and with the work that the group had done in writing the rule.

Mr. Hartsell thanked everyone for their participation and help, and looks forward to working with everyone in the coming months.

Adjournment at 11:52 a.m.

Appendix A. Names on the Attendance Sheet, February 8, 2006

<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
Hank Hartsell	State Health Department	(405) 271-9444 x 57269
Wendell Short	Baptist Village Retirement	(405) 721-2466
Rebecca Moore	OAHCP	(405) 524-8338
Kay Parsons	LTC Advisory Board	(405) 259-5800
Kay Stewart	Tamarack Assisted Living	(580) 477-4848
Penny Ridenour	OKALA	(405) 235-5000
Ned Gray	Ok. Dept. Career Tech	(405) 743-5568
Scott Brasier	Rambling Oaks Assisted Living	(405) 360-4755
Ginny Rahme	LTC Advisory Board	(405) 743-4900
Diane Hambric	Heatheridge Heights Assisted Living	
Donna James	State Health Department	
Adeline Yerkes	State Health Department	
Mary Brinkley	OKAHSa	
Martha Elshire	Metro Technology Center	
Sarah Cioli	Francis Tuttle	
Deborah Weiss	Metro Technology Center	
Greg Guymon	Gold Medallion	
Sharon Mitchell	Canadian Valley Technology Center	
Kristi Allison	ORALA	
Lynne Taylor	Autry Technology Center	
Jennifer Nuttle	Ok. Dept. Career Tech	
Lawana Sullivan	DHA/DDSD	
Darlene Brawner	Canadian Valley Technology Center, Chickasha	
Shannon Goynes	Canadian Valley Technology Center, Chickasha	
Andrea Pogue	Pontotoc Technology Center	
Bill Wolf	Jefferson's Garden Assisted Living	
Patricia Shidler	LTC Ombudsman Program	
Sharral Tye	ORALA	
Billee Hightower	LTTL	
James Joslin	State Health Department	
Molly Kyler	PTC	
Pam Hall	State Health Department	
Michelle Raney	State Health Department	
Chris Mahen	Alterra	
Lisa McAlister	State Health Department	
Dr. Cathey	State Health Department	
Mary Womack	State Health Department	
Louise Drake	Board of Nursing	
Allison Richey	Moore Norman Technology Center	
Diana Adamo	Moore Norman Technology Center	
Tommy Hughes	Moore Norman Technology Center	
Dorya Huser	State Health Department	
Rita Cook	Angel House	
Regina Glen	State Health Department	
Rocky McElvany	State Health Department	