

Readopt with amendment Nur 801, effective 12/22/17 (Document #12439), to read as follows:

CHAPTER Nur 800 CERTIFICATE OF MEDICATION ADMINISTRATION FOR LICENSED NURSING ASSISTANTS AND MEDICATION ADMINISTRATION EDUCATION PROGRAM

PART Nur 801 CERTIFICATE OF MEDICATION ADMINISTRATION

Nur 801.01 Licensed Nursing Assistant’s Certificate of Medication Administration.

(a) A licensed nursing assistant shall not be eligible to administer medication unless:

- (1) Such nursing assistant holds a valid certificate of medication administration issued by the [board of nursing] **OPLC**; or
- (2) Pursuant to Nur 404.04(b).

(b) A licensed nursing assistant shall receive an initial certificate of medication administration when such assistant has:

- (1) Participated and completed a board-approved medication administration education program;
- (2) Passed with the required score the examination described in Nur 806.03; and
- (3) Paid the fee [specified in Nur 301.06(b)(4)] **required by Plc 1002.33.**

Adopt Nur 802.01 through Nur 802.03, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

PART Nur 802 **ELIGIBILITY FOR AND APPLICATION TO APPROVED MEDICATION ADMINISTRATION EDUCATION PROGRAMS**

Nur 802.01 Eligibility To Be a Student in A Board Approved Medication Administration Education Program. A person shall be eligible to be a student in board-approved medication administration education program if such person:

- (a) Holds a valid and unencumbered nursing assistant license issued by the [board] **OPLC**;
- (b) Has been employed as a licensed nursing assistant within the past 5 years for the hours-equivalent of 2 years of full time employment;
- (c) Possesses proficiency in English and basic mathematics as determined by the sponsoring institution;
- (d) Has not been convicted of a felony; and
- (e) Meets the requirements for enrollment set forth in Nur 802.02.

Nur 802.02 Student Enrollment Requirements. A person eligible under Nur 802.01 who seeks to enroll in a board-approved medication administration education program shall:

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https://www.gencourt.state.nh.us/rules/state_agencies/nur100-800.html (b) For nursing related tasks involving assistance with or the administration of medication, the following persons shall be eligible to be delegates:

(1) Any currently licensed RN and APRN;

(2) Any currently licensed LPN, only when:

a. The method of medication administration is not intravenous; or

b. The method of medication administration is intravenous and the LPN is in compliance with Nur 604.01 (b) and (c);

(3) Unlicensed assistive personnel who have competency to perform the specific task to be delegated; and

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Commented [4R2]: _Re-opened_

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Hold one of the following:
A diploma issued by a high school located in the U.S. OR

A general equivalency diploma issued in the U.S. OR

Commented [6]: Do we want to add an age requirement Be at least 18 years old? (AZ has this: Eligibility <https://azbn.gov/certified-medication-assistant>

Commented [7]: Arizona has 6 months as the requirement, do we want to change ours? <https://azbn.gov/certified-medication-assistant>

- (a) Comply with the application procedures specified by the sponsoring institution;
- (b) Comply with the tuition requirements of the sponsoring institution;
- (c) State to the sponsoring institution the desire to be proficient in the administration of medications;
and
- (d) Submit to the sponsoring institution 2 character references from nurse managers or directors on behalf of the employer affirming the applicant's honesty, integrity, compassion, and enthusiasm for nursing-related activities.

Nur 802.03 Duty of Students. While receiving education through a board-approved medication administration education program, a student shall comply with all of the regulations and requirements of the sponsoring institution and of the program.

Adopt Nur 803.01, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

PART Nur 803 BOARD APPROVAL OF MEDICATION ADMINISTRATION EDUCATION PROGRAMS

Nur 803.01 Eligibility for Board Approval of Medication Administration Education Program. A medication administration education program shall be approved by the [board] **OPLC** if it meets the requirements of this chapter.

Commented [8]: return to Board, and add: The Board in conjunction with OPLC staff

Readopt with amendment Nur 803.02, effective 10/28/16 (Document #12028), to read as follows:

Nur 803.02 Board Approval Process.

(a) An educational institution, public agency, non-profit organization or for-profit business planning to sponsor and seek initial, full or renewed approval for a medication administration education program shall submit documents to the [board] **OPLC** 12 months prior to program implementation.

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(b) No medication administration education program sought to be approved [by the board] shall be implemented before it has received **written** approval [by] **from** the [board] **OPLC**.

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(c) The [board] **OPLC** shall grant the following approvals if a medication administration education program qualifies for them:

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(1) Initial approval valid for one year; and

(2) Full approval after one year of initial approval renewable every 2 years thereafter as long as the program continues to comply with the requirements of this chapter.

(d) After issuing full approval to a medication administration education program, the board's representative shall review the program onsite to determine compliance with this chapter.

(e) The [board] **OPLC** shall take one or more of the following actions if a medication administration education program pursuant to Nur 804 through Nur 806 does not comply with the requirements of this chapter:

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- (1) Offer recommendations for compliance or program enhancement without changing the approval status of the program where the violations are minor and do not impair the effectiveness of the program;
- (2) After opportunity for a hearing pursuant to [Nur] **Plc** 200, approve the program with conditions for compliance within a specified period of time where the violations are more significant than in (1) above, but are still capable of being quickly remedied; or
- (3) After opportunity for a hearing pursuant to [Nur] **Plc** 200, withdraw approval of the program where the seriousness or extent of the violations is such that the board determines that the violations cannot be remedied while the program is in operation.[-]

(f) The [board] **OPLC** shall give written notice to the program and its sponsoring institution within 10 working days of its decision to withdraw approval of the program.

(g) A program for which the approval of the [board] **OPLC** has been withdrawn shall have the right to request reconsideration of the decision to withdraw approval within 30 working days of the date of such decision.

Adopt Nur 803.03, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

Nur 803.03 Documents to be Submitted By A Medication Administration Education Program Seeking Board Approval. A medication administration education program seeking any of the approvals listed in Nur 803.02(c) shall submit to the board:

(a) A statement describing:

- (1) How the program curriculum reflects current practice standards;
- (2) The organization of the curriculum including:
 - a. The content of each of the courses; and
 - b. The goals and objectives of each of the courses;
- (3) The total number of theoretical and clinical hours; and
- (4) The processes used, in addition to the examination described in Nur 806.03, to evaluate the progress of the students;

(b) If applicable, a copy of the written contract between the program or its sponsoring institution and the entity which has agreed to provide the setting required by Nur 806.02(c);

(c) Written permission for the [board] **OPLC** to visit the program site for the purpose of assessing the program's compliance with the requirements for board approval; and

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(d) If necessary to make effective the permission described in (c) above, written permission from the program's sponsoring institution for the [board] **OPLC** to visit the program site for the purpose of assessing the program's compliance with the requirements for board approval.

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Adopt Nur 804.01, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

PART Nur 804 GENERAL ADMINISTRATIVE REQUIREMENTS

Nur 804.01 Annual Report.

(a) A board-approved medication administration education program shall complete and submit [Form] the "Request for Onsite Visit and Continued Approval" ~~11-2013~~ to the [board] OPLC annually the following information:

Commented [15]: where is is form? Can t be added as appendix here to view?

- (1) The number of students admitted to the program during the year reported;
- (2) The number of students completing the program during the year reported;
- (3) The name or names of the medication skills instructors; and
- (4) The number of times during the year reported that the entire program was offered by the sponsoring institution.

Readopt with amendment Nur 804.02, effective 12/22/18 (Document #12692), to read as follows:

Nur 804.02 Written Verification of Program Completion.

(a) When each student has completed the curriculum of the medication administration education program and passed the examination described in Nur 806.03, the medication administration education program attended by the student shall issue the student a written verification of completion showing:

- (1) The name and residential address of the student;
- (2) The name of the sponsoring institution;
- (3) The name of the issuing medication administration education program;
- (4) The date of issuance of the written verification;
- (5) The number of hours of theoretical instruction and the number of hours of clinical instruction received by the student;

(6) A statement that the student has attained proficiency in the following methods of medication administration:

- a. Topical;
- b. Oral;
- c. Nasal;
- d. Ocular;

Commented [16]: There was a question about carb counting and insulin pump and PE found evidence it should be taught and in scope (I can't find this now, but t was sent to BON as an answer)

- e. Auricular;
- f. Vaginal;
- g. Rectal;
- h. Enteral tubes;
- i. Parenteral route, limited to insulin from a labeled and pre-set or pre-drawn insulin delivery device; and
- j. Parenteral route, limited to epinephrine from a labeled and pre-set or pre-drawn delivery device; and

(7) The signature of the medication nurse-reviewer.

(b) A medication administration education program shall report to the [board] **OPLC** the names, addresses, telephone numbers and employers, if known of students who have passed the examination described in Nur 806.03 within 5 working days of the students' passing the examination.

(c) A medication administration education program shall report to the [board] **OPLC** the names of the students to whom it has issued the written verification described in (a) above.

Adopt Nur 805.01 through Nur 802.04 effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

PART Nur 805 PROGRAM PERSONNEL

Nur 805.01 Program Staff

(a) The staff of a medication administration education program shall consist of:

- (1) A program administrator who shall be a medication nurse-reviewer approved by the [board] **OPLC** pursuant to Nur 805.03; and
- (2) As many medication skills instructors approved pursuant to Nur 805.04 as are required by the size of the student body.

(b) The medication nurse-reviewer who administers the program may simultaneously be a medication skills instructor if such double role is practicable.

Nur 805.02 Ancillary Instructors. Both the medication nurse-reviewer and a medication skills instructor shall have the authority to appoint a person with expertise in one or more of the program's curriculum topics to teach one or more courses or hours of the theoretical component of the curriculum if such expert's instruction is:

- (a) Within the area of expertise; and
- (b) Under the supervision of a medication skills instructor.

Commented [17]: PE had a question about enteral and recommended an answer with update here, I cant locate that now but it would be in past PE minutes if you could search those minutes please

Commented [18]: Return to The Board to match 600's (see 600's)

Nur 805.03 Medication Nurse-Reviewer.

(a) A medication nurse-reviewer seeking to be hired to administer a medication administration education program shall complete and submit Form "Application for Faculty Approval Board Approved Education Programs," 11-14-2013, and be approved by the [board] OPLC in accordance with (b) below.

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(b) The [board] OPLC shall approve a medication nurse-reviewer who:

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- (1) Holds an unencumbered RN license issued by the [board] OPLC or another compact state;
- (2) Has successfully completed a baccalaureate nursing program or has met the requirements of Nur 704.04(b)(3); and
- (3) Has had 3 years of experience in a management or supervisory position in a healthcare facility.

(c) A medication nurse-reviewer hired to administer a medication administration education program shall perform the following functions:

- (1) Assist the sponsoring institution with developing and implementing the budget for the program;
- (2) Plan, implement, and evaluate the program;
- (3) Hire, supervise, and evaluate the program's medication skills instructors;
- (4) Secure facilities and material resources adequate to support the program;
- (5) Ensure that the program continues to meet the requirements of the board;
- (6) Submit to the [board] OPLC the documents required to be submitted by Nur 803.03, Nur 804.01, and Nur 804.02(b) and (c); and
- (7) With respect to a quality assurance committee designed to ensure safe and effective medication administration by program students, either:
 - a. Establish such a committee; or
 - b. Approve a committee previously established by the sponsoring institution if such committee has the same purpose as would a newly established committee.

Commented [21]: change to " submit to The Board via OPLC (to be consistent with 600's)

Nur 805.04 Medication Skills Instructor.

(a) Medication skills instructors seeking to be hired to teach in a medication administration education program shall complete and submit Form "Application for Faculty Approval Board Approved Education Programs," 11-14-2013, and be approved by the board in accordance with (b) below.

Commented [22]: update form and attach here as appendix for BON to review please

(b) The [board] OPLC shall approve a medication skills instructor who:

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- (1) Holds an unencumbered RN license issued by the [board] OPLC or another compact state; and
- (2) Has successfully completed a baccalaureate nursing program or has met the requirements of Nur 704.04(b)(3).

Adopt Nur 806.01, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

PART Nur 806 PROGRAM CURRICULUM AND EXAMINATION

Nur 806.01 Theoretical Component of the Program Curriculum. There shall be a theoretical component of the medication administration education program consisting of a minimum of 30 hours covering the following topics:

- (a) Information related to individual rights regarding accepting or denying medications;
- (b) Review of the law and rules pertinent to nursing and nursing-related activities in New Hampshire;
- (c) Review of the policies, protocols and procedures of the entity offering the setting for the clinical component of the curriculum if the medication administration education program does not itself offer the setting;
- (d) Review of anatomy and physiology as it relates to medication administration;
- (e) Principles of infection control and aseptic procedures as they relate to medication administration;
- (f) Use of equipment, and methods for assessing, monitoring, and reporting equipment malfunctions;
- (g) The 5 principles of medication administration as follows:
 - (1) Administration of the correct medication;
 - (2) Administration of the correct dosage of the medication;
 - (3) Administration of the medication to the correct client;
 - (4) Administration of the medication to the client at the correct time; and
 - (5) Administration of the medication to the client by the correct method of administration;
- (h) Methods of administration of medication to stable clients;
- (i) Common reactions to medications;
- (j) Quality management related to storage, disposal, security, recording, and error control pertinent to medications;
- (k) Methods of documenting:
 - (1) The administration of medications;

Commented [24]: The Institute of Medicine Future of Nursing report made several recommendations for advancing nursing practice and promoting professionalism to provide optimal outcomes. Frontline nurses play a vital role in helping realize the goals of healthcare reform, so it's imperative that we lead change. However, to reach our full potential, we must be allowed to practice to the complete extent of our education and training. Nurses should have the ability to work to the full scope of their practice, whether in an advanced practice role or as direct care nurses.

Commented [25]: Can the BON discuss allowing LPN as minimum requirement to fill this role ? (not restrict it just to RN's) Organizations can make their own policies if they want RN only (like acute care)

- (2) The storage and disposal of medications;
- (3) Security for supplies of medications; and
- (4) Errors in the administration of medications;
- (l) Effective communications with clients about their medications; and
- (m) Behaviors and performance expected of a licensed nursing assistant administering medications.

Readopt with amendment Nur 806.02, effective 12/22/18 (Document #12692), to read as follows:

Nur 806.02 Clinical Component of the Program Curriculum.

(a) There shall be a clinical component of the medication administration education program consisting of a minimum of 30 hours.

(b) The content of the clinical component shall be designed to teach the accurate and safe administration of medications by the following methods:

- (1) Topical;
- (2) Oral;
- (3) Nasal;
- (4) Ocular;
- (5) Auricular;
- (6) Vaginal;
- (7) Rectal;
- (8) Enteral tubes; and
- (9) Parenteral route, limited to:
 - a. Insulin from a labeled and pre-set or pre-drawn insulin delivery device; and
 - b. Epinephrine from a labeled and pre-set or pre-drawn delivery device.

(c) Such clinical component shall be implemented in one or more settings in which:

- (1) There are one or more nursing clients who are in-patients;
- (2) A nursing care plan has been established for such clients by a registered nurse;
- (3) The care of such clients is managed by a healthcare team;

(4) The student is permitted to participate in the care of the clients; and

(5) There is a quality assurance committee which reviews the administration of medication by licensed nursing assistants and advises the healthcare team on the matter.

(d) The quality assurance committee required by (c)(5) above shall be the committee established or approved pursuant to Nur 805.03(c)(7) if the jurisdiction of such committee reaches to the setting or settings of the clinical component of the curriculum.

(e) In the clinical component of the curriculum, the medication skills instructor to student ratio shall not exceed 1:4 during any hour of instruction.

Adopt Nur 806.03, effective 4/17/14 (Document #10572), and expired 4/17/24 to read as follows:

Nur 806.03 Competency Evaluation Requirement. After completion of the theoretical and clinical components of the medication administration education program a student shall pass with a minimum score of 90% correct answers a written examination which:

(a) Has been designed and is administered by the medication administration education program or organization approved by the [board] OPLC pursuant to Nur 803;

(b) Fairly tests knowledge of the content of the curriculum of the medication administration education program.