

ARIZONA STATE BOARD OF NURSING

MINUTES CERTIFIED MEDICATION TECHNICIAN APRIL 5, 2005

PRESENT:

Pamela Randolph, Co-Chair	Sue MacDonald (conference call)	Marla Weston
Jane Black	Kathleen Collins-Pagels	Dean Wright
Betty Earp	Helen Houser	
Sarah Ellis	Christine Walker	

Guests:

Judy Bontrager	ASBN
Marianne Canady	Health Services Advisory Group
Jeffrey Wilson	ASU

ABSENT:

Joey Ridenour, Co-Chair	Catherine Corbin	Lindsey Norris
Joyceen Boyle	John Durbin	Sharon Molleo
Kathy Boyle	Mary Fermazin	

I. Call to Order

- a. Meeting began at 9:30 AM with introductions around the room.
- b. Randolph apologized for the confusion on the start time.
- c. Randolph gave Marianne Canady the opportunity to bring up subject matters she may want to address, since she had to leave early. Canady declined.
- d. Minutes from February 15, 2005 meeting were reviewed. No amendments were made. Motion was made by Marla Weston to approve the minutes; seconded by Helen Houser; the motion carried unanimously.

II. New Business

a. Funding Subcommittee Report – Kathleen Collins-Pagels

Update – Looking at various funding sources has resulted in dead ends. \$30,000 is still needed. Have checked into the Pullian Grant but have concerns regarding the time line. Have spoken with the Department of Health Services (DHS) regarding a grant from monies they collect from assessed penalties to long-term care facilities. These monies are to be used for improvements in long-term care facilities. The medication technician pilot study would meet the criteria. DHS has consented to consider the request for funding and will be rendering a decision by the week of April 11. Pagels expressed concern about raising the last \$30,000 needed if DHS does not provide the grant. Pagels will email decision of DHS to Randolph when she hears. Pagels suggested it would be helpful to have Arizona State Board of Nursing (ASBN) provide a letter of support for this funding request to Mary Wiley. Randolph will consult with the Executive Director's regarding a letter. Marianne Canady with Health Services Advisory Group also offered to contact Mary Wiley by phone.

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b. Review of revised Cost Analysis vs. Scope of Work (Recommendation)

The committee expressed that they were pleased with the changes that Randolph had made to this document.

c. Review of revised Scope of Work

Suggested changes in the draft included:

1. Change “State Agency” in document to Arizona State Board of Nursing” throughout the document.
2. Strike through “Priority two” in 2.1.2.
3. In #3, change “analysis” to “collection.”
4. In #3, change the second one-third of payment to read: “one-third after delivery of the collection of pre-utilization of PMSA data, but not sooner than 90 days after the first disbursement.”
5. Correct the spelling on the invoice requirements

Pagels also asked the question: If DHS did approve the funding, who would they write the check to? This question would need to be addressed if funding is granted by DHS.

Weston made a motion to send the Scope of Work, as revised, to the Board for approval; seconded by Wright; the motion carried unanimously.

Randolph will request a timed appearance on the Board agenda for all the information on the Certified Medication Technician Pilot to be discussed by the Board on May 18, 2005, after 3:30 pm.

d. Review of the Oregon Study

The committee discussion reflected disappointment in the study. Randolph stated that she believes the error models discussed in the Oregon Study are consistent with some of the safeguards within the proposed protocols for Arizona’s study. Randolph will include the study in the instructor’s manual.

e. Review of Delegation Protocols

Changes suggested included:

1. Include nasal spray under Delegatable Tasks.
2. Move bullet regarding PMST’s assisting a resident in self-administration of nitroglycerine to Delegatable Tasks.
3. Use Delegatable / Non-Delegatable Tasks as the headings for these lists.

Weston made a motion to send the Delegation Protocol to the board for approval; seconded by Ellis; the motion was carried unanimously.

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f. Education Subcommittee Report – Progress Report

Randolph reported the curriculum packet along with time frame reading assignments, attendance policy, etc. will be ready for committee review at the next meeting. The next task then is to develop the test plan and exam. It was decided that after the Education Subcommittee reviews the curriculum packet, it should be given to the Board as a “draft” for their review, and then it will be approved by this committee at the next meeting. Randolph gave a brief description of the content which included 45 hours of didactic, 15 hours of lab and 40 hours of clinical for a total of 100 hours. Training for the instructors will consist of 15 hours (2-day workshop). The instructor training manual and supplemental material is now being compiled.

g. Revised Criteria to be a Pilot Facility (recommendation)

Pagels expressed concern regarding the cost for participating facilities, and the need to give them an estimate on costs they could anticipate. She also expressed the need to address HIPPA issues relating to access to the residents medication records/chart content. Ellis volunteered to research the HIPPA issue. Randolph will draft out a cost estimate work sheet for facilities to project their costs.

Pagels also voiced the need to have a fact sheet written to send to interested facilities. This could include basis for study, FAQ, etc.

It was suggested that criteria #2 be revised to include “ideally.” (In order to facilitate Board participation, “ideally” facilities chosen shall represent at least two of the three grades.)

Pagels made a motion to accept the criteria with the one change; seconded by Walker; the motion carried unanimously.

h. Time-lines and Assessment of Progress

It was suggested that the time line include additional details on the specific work that has been accomplished between August 2004 and the present.

Randolph to present to the Board that the time lines be accepted contingent on available funding.

III. Future topics for next meeting

Curriculum

Availability of funding

The committee expressed congratulations to Randolph for being selected to present Arizona’s progress on the Medication Technician Pilot Project at the 2005 NCSBN Workshop on the Regulation of the Nursing Assistant on June 3, 2005.

IV. Adjournment

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The next meeting is scheduled for May 24, 2005 at 9:30 AM.

The meeting adjourned at 10:50 AM.

Minutes Approved by:

Pamela Randolph, RN, Nurse Practice Consultant/Education

Date
