



Janet Napolitano
Governor

Joey Ridenour
Executive Director

Arizona State Board of Nursing

MEDICATION TECHNICIAN PILOT STUDY STEERING COMMITTEE

MINUTES

MAY 17, 2005

MEMBERS PRESENT

Pamela Randolph, RN, MS, CPNP Co-Chair
Joey Ridenour, RN, MN Co-Chair
Jane Black, RN, MS
Catherine Corbin, MHS
Betty Earp, RN
Sue Macdonald, RN, MSN, MBA (telephonically)
Lindsey Norris, Exec Dir AZAHA
Kathleen Collins-Pagels, Exec Dir AZHCA
Helen Houser, RN
Marla Weston, Exec Dir AzNA
Dean Wright, AZ Pharmacy Board

MEMBERS ABSENT

Joyceen Boyle, RN, PhD
Kathy Boyle, RN
John Durbin, Alzheimer Assoc
Sarah Ellis, RN
Mary Fermazin, MD, MPA
Christine Walker, RN, NHA
Sharon Molleto, LPN

GUESTS PRESENT

Cindy Leach, AHCA

I. CALL TO ORDER

The Certified Medication Technician Pilot Study Steering Committee was called to order by Joey Ridenour at 9:30 a.m.

Houser moved and Macdonald seconded to approve the April 5, 2005 Minutes without correction. Motion carried unanimously.

II. OLD BUSINESS

A. Report from Funding Subcommittee

In a statement to the Committee, Collins-Pagels stated that a grant proposal for \$30,000 was submitted to the Pulliam Foundation. The subcommittee will be made aware of the foundation's final decision in October 2005. St. Luke's declined to grant an additional \$30,000. Norris reported that while Mary Wiley, Department of Health, initially approved the use of civil money penalty funds, CMS declined the use of same.

The subcommittee has considered imposing participant fees and expressed the following concerns:

- May limit the numbers of facilities willing to participate
- In order to come up with the full \$30,000 it would be \$5,000 each to participate plus additional fees that the Committee was trying to quantify at the last meeting
- Program could come to a halt because of lack of funding

The Committee discussed the following options:

- Participant facilities obtaining \$5,000 grants
- Special fundraising event to fund this project or partially fund the last \$30,000
- Eligibility requirement would be the ability to give the \$5,000
- Solicit \$500, \$1000 grants from all of the facilities to bring forth a program which had nothing to do with them participating as a pilot site but just to make it happen

Recommendation: Adopt the following changes to the Criteria for Pilot Facility Selection: change the title to Guidelines for Pilot Facility Selection; include an introductory paragraph for discussion; add to criteria the ability to pay a participation fee of \$5,000.

B. Review Delegation Protocols with feedback from AZNA

In her statement to the Committee, Weston reported the results of the Arizona Nurses Association Board of Directors review of the draft documents. Weston stated that the AZNA Board had significant concerns about the delegation criteria that allows administration and access to controlled substances. Weston stated that the history of action taken by the State Board of Nursing around substance abuse by CNAs was a factor in their decision, suggesting that it would put both CNAs and their patients at risk. In conclusion, Weston stated that she would testify to the AZNA Board's position in opposition at the May 18, 2005 State Board of Nursing board meeting.

The Committee maintained their position and offered the following in support:

- Board takes action on RN and LPN licenses regarding controlled substances also. Using that logic RNs and LPNs would not be allowed access either.
- Protocols as they stand now are much more restrictive than many states
- The nurse has to assess the patient for any PRN medication
- If protocols are made too restrictive, Arizona will not be consistent with what's going on nationally
- Restricting controlled substances will make medication passing confusing
- Potential for more error in terms of missed dosages especially the regularly scheduled ones
- Restricting controlled substances and thereby requiring the licensed professional to continue administering those agents may defeat the purpose of the pilot study.
- Errors of registry nurses stem from lack of knowledge of the residents. CMTs know the patient. Medication error rate will go down.

The Committee also discussed the following:

- Regarding national curriculum, a resolution at NCSBN Delegate Assembly may be introduced relative to testing and job analysis on medication technicians.
- A national exam for certification of medication technicians that can be used by any state. Arizona may not be able to use that test given restrictions in protocols.
- Eye medications will be added to protocols.

Recommendation: Statement on diversion to be added to the Scope of Work document.

C. Report from Educational Subcommittee

1. Curriculum Guidelines

In her statement to the Committee Randolph stated that the curriculum would not be presented to the Board at the May 18 –20, 2005 meeting.

Randolph noted that the Curriculum Guidelines Draft in Progress for Board Information Only section on Clinical Practice provided more detail than observed in other states. The specific manner in which clinical practice will be documented is in draft form at this time.

The Sub-committee's work included preparation in the following areas:

- A train-the-trainer course. Committee members volunteered to teach some of the units. Packets on learning and teaching styles will be provided. Conduct in the classroom will be discussed.

The Committee discussed the following:

- Include in documentation that per legislation, protocols must give registered nurses and licensed practical nurses the authority to refuse to delegate the administration of medications to medication technicians if the nurse believes the patient's health and safety is at risk.
- Provide a q/a opportunity or information session for facilities requesting same.
- 12 hours one-on-one with an instructor cannot be all in one day. There will be 12 hours of practice passing medications with at least 30 passes free of any errors and without instructor coaching.
- At the conclusion of the pilot study there will be no continued training. Those already certified may function as a CMT. May be possible for pilot facilities to continue to train.

- Include in education and documentation that the licensed nurse will review all medication documentation.

Recommendation: Recommend the Board approve pilot facilities continuing to train during the period before legislation is obtained unless it is deemed unsafe. Revisit topic as an agenda item at a future meeting.

2. Curriculum/Syllabus

Randolph provided an overview of the Syllabus noting the following:

- Under Course Goals the word education will be replaced by “nursing assistant care and information”.
- Admission requirements will include tests of basic English or basic math abilities.
- Guidelines by which to measure student success have been provided. However they may change with legislation rules.
- Average programs are approximately 80 hours. This program is 100 total hours. 45 hours of didactic is consistent. However this program provides more clinical practice and guidelines for clinical practice than other states.

Randolph informed the Committee that with regard to competency testing she would attend a workshop at Ohio State University on developing a legally defensible test for licensure certification in June 2005.

D. Timelines and Assessment of Progress

Randolph distributed a revised copy of the timeline to Committee members. After careful review the Committee agreed to amend as follows:

- The selection of pilot facilities will take place before sending the RFP
- As soon as a letter goes out to all facilities from the Board, announcing the implementation of this pilot, materials will be posted on the website.
- A date for an information meeting will be announced in the letter as well as a date in which the application is due.
- Disseminate funds from St. Luke’s once researcher is selected.

An amended timeline will reflect the following:

July 2005	Announce Implementation of Pilot Study
August 2005	Deadline for Research Pilot Facilities July 15 th
September 2005	Selection of Research Facilities/Pilot Facilities
October 2005	RFP Process
November 2005	RFP Process continues
December 2005	RFP Process continues
January 2006	(Researcher selected by November 30, 2005)
	Train-the-trainer
	Collins-Pagels to update legislature

March 2006
April 2006

Research begins

III. NEW BUSINESS

A. Research Proposal and Administration of Research Contract

The Committee agreed to develop a questionnaire based on the RFP process. The questionnaire will be sent to researchers or potential applicants allowing them to answer questions regarding their ability to accomplish the items outlined in the scope of work.

Collins-Pagels volunteered to draft the questionnaire for the Committee's review before the next meeting.

B. Questions & Answers

Randolph distributed a draft copy of Question and Answers for Pilot Facilities in response to the Committee's request at the April 8, 2005 meeting. Ellis was not present to provide information regarding HIPAA to the group. Houser volunteered to contribute information for Randolph to include in the document.

The Committee reviewed the document and suggested inclusion of the following:

- Thorough analysis of the facility's med pass process and error both before and after the implementation
- Role of the Department of Health Services (DHS) in this project.
- Reiterate that facilities must comply with all DHS rules.
- DHS has to approve, along with the Board, any staffing changes.
- Need for clarification about units and types of patients.
- No legislative appropriation

Committee agreed to compile a packet inviting facilities to participate in the program that would include documents on question & answers, pilot facility criteria, legislation, and scope of work. Committee will identify entities to be on the mailing list, send invitations without packets initially, explore the possibility of packet materials being available on the AZBN website or as attachments via electronic mail.

IV. FUTURE TOPICS/DEBRIEFING

Next meeting: August 9, 2005, 9:30 a.m.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 11:50 a.m.

Pamela Randolph

Minutes Approved by: _____
Pamela Randolph, RN, Nurse Practice Consultant/Education

Date