

**PILOT STUDY MEDICATION TECHNICIAN
SCOPE OF WORK**

1. GENERAL REQUIREMENTS

1.1 The contractor shall provide research services further described in the Scope of Work which allow the Arizona State Board of Nursing (ABON) to conduct a pilot study under the provisions of House Bill 2256.

1.2 The contractor shall attend meetings and provide interim reports pertaining to the domain of this Request for Proposal with various ABON representatives. The meetings may be requested by the ABON or the contractor.

2. SPECIFIC REQUIREMENTS

2.1 The contractor shall conduct a pilot study under the provisions of House Bill 2256 to determine the impact to patient health and safety of allowing nursing assistants certified by the Board to act as pilot study medications technicians and administer medications under educational requirements and conditions prescribed by the Board. The pilot study shall include the following within the limits of the budget:

2.1.1. Medication error rate

2.1.1.1. Medication error rates shall be measured by a research assistant trained in and utilizing naive observation method as described by Barker and associates.

2.1.1.2. The study shall include six long term care facilities selected by the ABON.

2.1.1.3. Observers shall gather data utilizing “naive observation” method whereby data collectors are unfamiliar with the residents and their medications for all observations. A minimum of 500 doses shall be observed both before and after the utilization of pilot-study medication technicians at each facility. (Barker, K., Flynn, E., and Pepper, G. 2002. Observation method of detecting medication errors. *Am.J.Health Syst. Pharm.* Vol. 59, Dec. 1, 2002)

2.1.1.4. The collection of medication error rates shall occur before the use of pilot study medication technicians (PSMT) and 6-12 months after the use of PSMT.

2.1.1.5. The contractor shall train and establish inter-rater reliability for all research assistants utilized in the collection of data.

2.1.2. Collection and analysis of other data to include:

2.1.2.1. Staffing patterns pre and post use of PSMT

2.1.2.2. Description of the role satisfaction of both the medication and the nurse through focus groups conducted in each pilot facility .

2.1.2.3. Any instances of diversion of controlled substances by the PSMT

2.1.3. For each category in 2.1.1. and 2.1.2., the contractor shall provide the following deliverables:

2.1.3.1 Measurement tools utilized for data collection, as needed, and the reliability and validity of the tool;

2.1.3.2. Telephone, e-mail and fax access to analysts;

2.1.3.3. Weekly or bi-weekly updates;

- 2.1.3.4. Electronic access to research findings.
- 2.1.4. The contractor's research service shall be capable of providing various types of analysis, and reports.
- 2.1.5. The contractor's research service shall permit the ABON to reproduce and disseminate desired information in hard and electronic copy format.
 - 2.1.5.1. The ABON agrees that the service will be for informational purposes only and that it will not publish, broadcast, or sell any material retrieved from the contractor's research files.
 - 2.1.5.2. The ABON agrees that the service will be for informational purposes only and that it will not use any information retrieved from the service in a fashion that would violate copyrights or proprietary interests of the contractor.
- 2.2 The contractor shall provide the following advisory services for the ABON.
 - 2.2.1. Assist in the review of the research study
 - 2.2.2. Assist in the development of any statewide policy changes that arise from the study
- 2.3. The contractor shall utilize qualified personnel to collect and analyze the data.
- 2.4. The contractor shall provide a written and electronic copy of a report of study findings and recommendations.
 - 2.4.1. The contractor's report shall include, but not be limited to, the following information
 - 2.4.1.1. An abstract of the study
 - 2.4.1.2. A review of existing literature on the use of unlicensed personnel to administer medications.
 - 2.4.1.3. A demographic description of the population studied
 - 2.4.1.4. A description of the research design and methodology
 - 2.4.1.5. A report of the data with accompanying charts and graphs as needed
 - 2.4.1.6. An analysis of the data using appropriate statistical tests
 - 2.4.1.7. A discussion of the findings
 - 2.4.1.8. Recommendations
 - 2.4.1.9. References
 - 2.4.2. All findings and reports shall be released by the ABON when deemed appropriate. The contractor shall not release findings and reports directly to other state agencies or the general-public without prior written consent of the Executive Director of the ABON.
 - 2.4.3 The contractor shall deliver the final report to the ABON no later than June 1, 2008.

3. INVOICING REQUIREMENTS

- 3.1. The contractor shall be paid in installments with one-third of the total dispersed within 30 days of the award of the contract, one-third during collection of pre-utilization of PMST data but not sooner than 90 days after the first installment, and one third within 30 days of receipt of all deliverables in the contract.
- 3.2. The contractor shall be paid in installments in accordance with the firm fixed prices stated on the Pricing Schedule.

Approved by the Board 7/20/05