

Medication Aide Continuing Education Training Program for Nursing Facilities and Related Institutions

Effective Date January 1, 2017

“Helping people make the best use of medications”



Texas Health and Human Services Medication
Aide Program, Mail Code E-416
P.O. Box 149030, Austin, Texas 78714-9030

Prepared by: Texas Health and Human Services © 2016

MEDICATION AIDE CONTINUING EDUCATION TRAINING PROGRAM OVERVIEW

This is a copy of the state approved Medication Aide Continuing Education Training Program package which includes:

- I. Introduction
- II. Purpose
- III. Rules and Regulations
- IV. Guidelines and Content Topics
- V. Recommended Course Outline

HHSC recommends selected introductory and closing content for the continuing education training program, leaving the instructor free to determine the major content topics for the program.

MEDICATION AIDE CONTINUING EDUCATION TRAINING PROGRAM

- I. **Introduction** The drug therapy team for comprehensive medication management plays a vital role in protecting the health and welfare of the citizens of Texas. It is imperative that Medication Aides, as participating members of the drug therapy team, possess the knowledge and skills necessary to carry out their responsibilities. Medication Aides exercise a vital role in facilitating drug information, communications, medication compliance and positive health outcomes.
- II. **Purpose**
 - A. To maintain and enhance the competency of Permitted Medication Aides to administer medications as specified at and 40 TAC Chapter 95, Medication Aide.
 - B. To protect the health and welfare of facility residents.
- III. **Rules and Regulations** The requirements for the continuing education training program are summarized below as specified at 40 TAC Chapter 95 and in the program regulations:
 - A. A medication aide must complete a seven hour continuing education training program approved by HHSC before expiration of the permit in order to renew the permit. Continuing education hours are not required for the first renewal. After a permit is renewed for the first time, the medication aide must earn approved continuing education hours annually to have the permit renewed. A renewal notice will not be sent until the Medication Aide has completed the program and the school has reported the completion to HHSC. A permit is not renewed until renewal form and fee are received by HHSC.
 - B. The approved program must be offered by a state approved Medication Aide Training Program as required at §95.119(a). Medication Aides are encouraged to attend additional continuing education and in-service programs, however, these additional programs cannot be substituted for the mandatory seven hour program. Effective 10/02/2016, approved programs may offer online continuing education. If you are a career school regulated by the Texas Workforce Commission (TWC), the program must contact TWC to see if they are eligible to offer continuing education online.
 - C. The instructor(s) of the program must meet the requirements for instructor(s) at §95.119(b)(7).
 - D. The approved program must consist of seven clock-hours of classroom or online instruction as required at §95.119(c)(1). Break times may not be counted as part of the seven clock-hours of instruction. The seven clock-hours may be scheduled and presented as determined by the instructor as one seven hour session or shorter, multiple sessions that equal seven clock-hours.

- E. Each continuing education training program must follow the curriculum established by the HHSC as specified at §95.119(c)(3).
- F. Successful completion of the continuing education training program must be determined by the instructor.
 - 1. Successful completion of the program must include attending the full seven clock-hours.
 - 2. At the discretion of the instructor, successful completion of the may also be based on an examination of the program content. The instructor must determine the passing score and score the exams. The student must pass the exam as determined by the instructor.
- G. Each continuing education training program must inform HHSC of the name, address, social security number and permit number of each permit holder who successfully completes the course within 10 days as required at §95.119(c)(4). The official HHSC roster form must be used and signed by the instructor(s) and sent to the Texas Health and Human Services, Medication Aide Program, Mail Code E-416, P.O. Box 149030, Austin, Texas 78714-9030.

IV. Guidelines for the Major Content Topics of the Continuing Education Training Program

- A. Guidelines for selecting the Major Content Topics:
 - 1. The content must be directly or indirectly related to the responsibilities of Medication Aides.
 - 2. The content should benefit the Medication Aides and the residents.
 - 3. The content should maintain and/or enhance the knowledge and skills of Medication Aides.
 - 4. The content should promote health professionals' communication skills, improve disease management, ensure optimal therapeutic outcomes and assist multi-disciplinary approaches for effective communications and treatments.
- B. Suggested Methods for Selecting the Major Content Topic.
 - 1. Assess the learning needs by getting input from student and graduate Medication Aides, employers and residents.
 - 2. Plan the content of the program to address the learning needs.
 - 3. Note that the program can include skills training such as demonstration and return demonstration of basic or special skills related to medication administration.
 - 4. Be flexible, innovative and creative in planning your program.
- C. Examples of suggested major content topics of the continuing education training program (must be related directly or indirectly to Medication Aides).
 - 1. Role of the Medication Aide on the Interdisciplinary Team (IDT).
 - 2. Communication Skills for Medication Aides

3. Role of Medication Aide in comprehensive drug management
4. Role of Medication Aide in resident assessment and care planning
5. New health care policies
6. New clinical practice guidelines
7. New clinical treatments and techniques
8. Automated and Integrated health care systems
9. Trends in patient care/clinical practice
10. Current research related to Medication Aide
11. Clinical and pharmacologic management of residents with specific clinical conditions.
12. Role of the Medication Aide in meeting the psychosocial needs of residents
13. Skills and techniques for Medication Aides
14. Review of changes in health care regulations and standards pertinent to Medication Aides such as the Nurse Aide Rules, Texas Curriculum for Nurse Aides in Long Term Care Facilities and Nursing Facility Requirements for Licensure and Medicaid Certification, etc.
15. Drug review and update, such as review of new drugs, drugs frequently used in facilities and/or avoiding common medication errors.

D. Suggestions for teaching methods for Continuing Education Training Programs

1. Lecture
2. Discussion
3. Role playing
4. Interactive group learning activities
5. Learning games
6. Audiovisual presentations
7. Skills demonstrations
8. Return skills demonstrations
9. Internet

V. RECOMMENDED COURSE OUTLINE for the Continuing Education Training Program

- A.** Introduction. Each program should begin with a brief introduction. The introduction should require approximately 15 to 30 minutes. Course materials should be distributed as appropriate.
1. Introductions and overview of program
 2. Class schedule and break times

3. Requirements for successfully completing the program such as attending the full seven clock-hours and other requirements as determined by the instructor.
 4. Attendance sheet must be signed by each medication aide at the beginning of the program and again at the conclusion.
- B.** Review of Medication Aide Rules and Curriculum. Each program should include a brief review of 40 TAC §95 and other regulations. Information on rules and regulations can be found on the Medication Aide website: <https://hhs.texas.gov/doing-business-hhs/provider-portals/long-term-care-providers/nursing-facilities-nf/credentialing/medication-aide-program>
1. Review allowable and prohibited practices of Medication Aides
 2. Review requirements for supervision at §95.103(b)
 3. Review changes to the Rules in the past year (omit if none)
 4. Review pertinent changes to the Medication Aide Curriculum in the past year (omit if none)
- C.** Major content topic(s) to be determined by the program instructor.
- D.** Summation and Evaluation of the continuing education training program: Each program should end with a brief review and evaluation. Distribute optional handouts, evaluation forms, exams as appropriate. This review may require 15 to 60 minutes.
1. Review and summarize the important points covered in this program.
 2. Optional recommendations for study topics and study materials for Medication Aides in the coming year.
 3. Optional oral or written feedback from students for evaluation of this program and suggestions for future programs.
 4. Optional written examination at the discretion of the instructor.