

Administrator Certification Program

OJT Exercises

Focus Area: Medications

1. Medications 10 A NCAC 13 F .1000
2. G. S. 131D-4.5B Medication Aides Competency Evaluation Requirements

What: The AIT assignment for each of the above is to examine the community's policies, procedures and processes for the rule areas and determine if the system or systems used to meet the objective of minimum compliance is effective. If the system analysis identifies problems, the AIT will recommend measures to fix the problems.

How: The AIT will primarily use the ACLS Self-Survey forms included in the OJT study packets provided in hard copy and on line; however, other ACLS forms and educational material found in the ACLS Basic Orientation Manual 2015 will also be available for use. The AIT will also evaluate community specific medication policies and procedures. The specific ACLS forms #4612, 4629, 4641, 4642, 4615, and 4614 will be used by the AIT to determine the community's compliance with the above Medication rules. The ACLS "Guide for Determining Medication Training Requirements" will be used to determine the community's compliance with G.S.131D- 4.5 B.

When: The AIT will perform the self-survey task while in the community so he/she will have access to resident records, resident and staff interviews. Other educational materials related to each rule area may need to be studied outside of the OJT time in the community and will be in addition to the 100 ours of OJT.

Documentation: The preceptor will provide guidance and supervision of the OJT assignments and will document the OJT hours on the appropriate documentation forms.