**Nurse Delegation Meeting 09/18/2024**

**Topics and Notes**

**\*\* Please remember that the information shared and discussed in the contract meeting is information as it pertains to the DSHS contracted RNs. It is offered as information for nurse delegation in general however, the information provided should not be considered or solely relied upon as an official position of DSHS. Responses do not constitute legal opinions.**

**ALTSA Community Nurse Delegation Website:** **<https://www.dshs.wa.gov/altsa/residential-care-services/nurse-delegation-program>**

**Contact Emails**

**Nurse Delegation Program Email:** [**nursedelegation@dshs.wa.gov**](mailto:nursedelegation@dshs.wa.gov)

**Nursing Contracts Email:** [**nursingcontracts@dshs.wa.gov**](mailto:nursingcontracts@dshs.wa.gov)

**Nurse Delegation Program Manager: Janet Wakefield** – [**janet.wakefield@dshs.wa.gov**](mailto:janet.wakefield@dshs.wa.gov)

**ALTSA Contract Monitor: Troy O’Malley** [**troyomalley1@dshs.wa.gov**](mailto:troyomalley1@dshs.wa.gov)

**DDA Nursing Services Unit Manager: Erika Parada** – [**erika.parada@dshs.wa.gov**](mailto:erika.parada@dshs.wa.gov)

**For detailed information from the meeting, please refer to the PP/handout**.

**FAQ For Acute Hospitals:** Included as an attachment but not published on the site.

**Mentoring:** If you are interested in assisting new RND’s please let us know and what area of the state you work in and email to [nursedelegation@dshs.wa.gov](mailto:nursedelegation@dshs.wa.gov)

**Availability:** Please let us know if you are open for new clients, what area and what tasks you are willing to delegate. We are in need to fill some gaps across the state. [Nursedelegation@dshs.wa.gov](mailto:Nursedelegation@dshs.wa.gov)

**Questions & Answers**

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| **Question** | **Answer** |
| Monitoring Insulin administration for caregiver | Each Long-term care worker is individually delegated to the client receiving the insulin administration. If a LTCW did not have supervisory visit for the client, then they are not considered delegated for the task. |
| What are HIPPA rules for delegation?  Please review both of these sites. | To follow HIPPA rules for communication and documentation please reference:  <https://www.dshs.wa.gov/ffa/keeping-dshs-client-information-private-and-secure>  <https://www.dshs.wa.gov/ffa/policies-and-regulations-governing-dshs-confidential-data> |
| Can the delegator use text for communication with LTCW? | Please follow all HIPPA rules and guidelines.  Some resources: <https://nursing.wa.gov/support-practicing-nurses/practice-information/registered-nurse>  [https://nursing.wa.gov/support-practicing-nurses/practice-information/nursing-assistant#](https://nursing.wa.gov/support-practicing-nurses/practice-information/nursing-assistant) |
| How long is an NAR credential good for? | Nursing Assistant Registered and Certified are active for 1 year unless otherwise noted.  Home Care Aide certified credential is also active for 1 year. All must renew every year. |
| For NAR, what is needed for credentials and training? | The NAR must have an **active** credential, basic core training (certificate or transcript), Nurse Delegation Core training, and if needed for insulin administration the Special Focus on Diabetes.  RCW 18.88A.210 **Delegation—Basic and specialized nurse delegation training requirements.**  WAC 246-841-405 **Nursing Assistant Delegation**  WAC 246-980-025 **Long-term Care Worker Individuals exempt from obtaining a home care aide certification**  e) An individual employed as a long-term care worker on January 6, 2012, or who was employed as a long-term care worker between January 1, 2011, and January 6, 2012, and who completed all of the training requirements in effect as of the date of hire. This exemption expires if the long-term care worker has not provided care for three consecutive years.  (i) The department may require the exempt long-term care worker who was employed as a long-term care worker between January 1, 2011, and January 6, 2012, to provide proof of that employment. Proof may include a letter or similar documentation from the employer that hired the long-term care worker between January 1, 2011, and January 6, 2012, indicating the first and last day of employment, the job title, a job description, and proof of completing training requirements. Proof of training will also be accepted directly from the approved instructor or training program, if applicable.  DPA for Training Deadlines |
| Background checks for contractor hiring employees | <https://wsp.wa.gov/crime/criminal-history>  <https://watch.wsp.wa.gov/WATCH/Account/Login?ReturnUrl=%2fWATCH%2fHome%2fInBox%2f1>  The person cannot have a finding that is a disqualifying crime.  <https://www.dshs.wa.gov/ffa/disqualifying-list-crimes-and-negative-actions> |
| Referral Form | For authorization of ND service, you must receive a Nurse Delegation Referral Form from the referring CM. **You are required to email the first page back to the CM within 2 days of acceptance. The 2nd page must be completed and returned in 10 days total.**  Please review the process in **LTCM Chapter 13 Nurse Delegation**. <https://www.dshs.wa.gov/altsa/aging-and-long-term-support-administration-long-term-care-manual>  If you have issues with the referral process, please contact PM at [nursedelegation@dshs.wa.gov](mailto:nursedelegation@dshs.wa.gov) |
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| Home Health Agency rate can only be given if you have a licensed Home Health Agency | The information for Home Health Agency licensure is:  <https://app.leg.wa.gov/wac/default.aspx?cite=246-335>  <https://doh.wa.gov/licenses-permits-and-certificates/facilities-z/home-health-agencies/license-requirements> |
| What client files need to be kept for a client in an AFH? | Nurse contractor delegation records need to be kept for 6 years. This can be electronic and is preferred that you do not use handwriting for documentation for legibility. The client file/record is required to have all the delegation documents and forms. They also MUST be easily accessible to the LTCW that is delegated and DSHS if requested. |
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| Are all PRN medications required to have delegation? | PRN medications are like all other medications, the client needs to be assessed for medication assistance or medication administration. Not all PRN medications must be delegated, and this will be determined with assessment. The orders and instructions must be clearly written. It is always up to the delegating RN to delegate or not delegate. |
| Some frequently asked questions | * INR testing CANNOT be delegated. * SQ injections for weight loss CANNOT be delegated. * LTCW must have an ACTIVE credential with DOH. Not a pending or expired. * Nailcare is not a delegated task or a paid Nurse delegator task. |

**Links Page**

**Nurse Delegation Laws and Rules:**

[**Nurse Delegation Law RCW 18.79A.260**](http://apps.leg.wa.gov/RCW/default.aspx?cite=18.79.260)

[**Nurse Delegation Rules WAC 246-840-910 thru 970**](http://apps.leg.wa.gov/WAC/default.aspx?cite=246-840-910)

**Additional resources**:

[**WAC 246-840-700**](https://app.leg.wa.gov/WAC/default.aspx?cite=246-840-700)

[**WABON Support for Practicing Nurses**](https://nursing.wa.gov/support-practicing-nurses/practice-information/registered-nurse)

WABON Advisory Opinion <https://doh.wa.gov/sites/default/files/legacy/Documents/6000//NCAO13.pdf>

DDA internet: <https://www.dshs.wa.gov/dda/nursing-services>

**What documentation is required for completion LTCW training:**

<https://app.leg.wa.gov/WAC/default.aspx?cite=388-71-0970>

LTCW training and certification deadline: <https://fortress.wa.gov/dshs/adsaapps/Professional/MB/HCSMB2023/h23-025%20amended%20basic%20training%20and%20cert%20deadline%20changes%20for%20ltc%20worker%20qualif%20related%20to%20covid-19.docx>

**Other Links to Applicable Rules for Your Information**

**DSHS Publications Library:** [**https://www.dshs.wa.gov/os/publications-library**](https://www.dshs.wa.gov/os/publications-library)

**Home and Community Services and Programs**:<https://apps.leg.wa.gov/wac/default.aspx?cite=388-71>

**DDA Resources:** <https://www.dshs.wa.gov/dda/policies-and-rules/policy-and-rules>

**Residential Long-Term Care Services Training**:<https://app.leg.wa.gov/WAC/default.aspx?cite=388-112A>

**Adult Family Home**: <http://app.leg.wa.gov/WAC/default.aspx?cite=388-76>

**Assisted Living Facility**: <http://app.leg.wa.gov/WAC/default.aspx?cite=388-78A>

**GovDelivery Links:**

**DDA:** <https://public.govdelivery.com/accounts/WADSHSDDA/subscribers/new>

**ALTSA:** <https://public.govdelivery.com/accounts/WADSHSALTSA/subscriber/new?preferences=true#tab1>

**DOH:** <https://public.govdelivery.com/accounts/WADOH/subscriber/new?qsp=WADOH_4>

**Billing Tutorial**: <https://www.dshs.wa.gov/sites/default/files/ALTSA/hcs/documents/ND/P1%20Common%20Billing%20Questions.pdf> *See Tutorial Q&A on RND website under meetings.*