**Nurse Delegation Meeting 11/13/2024**

**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.**

**Registered Nurse Delegation** [**RCW 18.79.260 Registered nurse - Activities allowed - Delegation of tasks.**](https://app.leg.wa.gov/RCW/default.aspx?cite=18.79.260)

**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)

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

**Nurse Delegation Contract Monitor:** [troy.omalley1@dshs.wa.gov](mailto:troy.omalley1@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**.

Note from PM:

Thank you for those of you who attended the meeting. Please review the PowerPoint that goes with the notes. Also, please review the policies, RCW, and WAC as it pertains to delegation. We get many questions that can be answered with the Laws, Rules and Policy. There were some questions in the chat and along the way that I have answered below. When consulting with other RNDs please consider using the resources provided to find the answers that best fits for your nursing practice and the situation with client and caregiver. I am available to assist. However, please use the tools provided as your first resource as I highly encourage critical thinking and decision making as part of your nursing practice and business.

Billing and payment for the client that is not physically at the home or admits to hospital the day of your service, see the handout for the information and Chapter 13. You must have prior approval from Case Manager to do additional assessment when client is not in the home. Please get this in an email from the CM.

Our goal is to provide quality care with best practice and for the safety of the client.

Thank you for the work you do!

**Mentoring:** If you are interested in assisting new RND’s please let us know and what area of the state you work in at [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)

\*If someone other than Janet Wakefield has reached out regarding availability, please also send your availability information to this department.

**Questions & Answers**

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| **Question** | **Answer** |
| Are there any plans to have the LTCW repeat the Core and SFD trainings in the future? | Not currently.  The LTCW should be assessed and instructed on the tasks and expectations of the delegating nurse at the time of delegation. |
| What is the process for Prometric testing/pending credential? | When the LTCW completes the training, they should sign-up for the certification training. DOH handles the certification testing and credentialing. When DOH has the results, they will email the LTCW and the status will be changed to active if it was passing. DURING the time they are waiting they MUST have an active NAR to be delegated. It will be their responsibility to notify the needed persons when they are certified, however as the delegator you should also verify credential status. |
| Can a pending certificate or credential be delegated to? | No, if there is an issue with barrier to care please email [nursedelegation@dshs.wa.gov](mailto:nursedelegation@dshs.wa.gov) and we can try to assist. |
| Can we delegate tracheostomy suction and care? Is it considered a clean technique/aseptic in the community or home setting? | Yes, if the delegating RN decides it is appropriate in that situation and it is in the RNs scope of practice. |
| Are the meetings recorded? | No |
| To teach courses (instructor contract), do you have to take the course first? | Not for the LTCW delegation trainings but for all others. |
| How do you get a contract to be a trainer? | https://www.dshs.wa.gov/altsa/home-and-community-services/training-requirements-and-classes |
| Why doesn’t the Training and Credential Forms do not reflect the 75-hour training? | The Home Care Aid takes Basic training as the 75-hour training and the NA takes the 40-hour. Once they have the certification you can know that they have the appropriate basic training for the credential they have and you only need to fill in Box 2 and the right side of box 3 for Core and SFD. If you keep the credential number on the form then you do not need to attach the DOH form. Please keep track of the renewal dates for the LTCW. |
| Can a person have the 9-hour and 3-hour certification forms without having either the core basic 40 or the core basic 75-hour certificate? | Yes, they can take either of those courses and not have the Basic training completed. You want to make sure they have the Basic training before delegating. |
| Can the credential number and expiration date be put on the Visit form at the bottom? | You need to verify at your supervisory visits that the LTCW has an active unincumbered credential. The updated Visit form has a column for that. If you are not using the most current, please download and use it. Here is the link: [DSHS 14-484 (REV. 07/2023)](https://www.dshs.wa.gov/altsa/residential-care-services/nurse-delegation-forms) |
| Can you review how caregivers are to do 'Medication Assistance' correctly should someone not qualify for need for delegation. | Please review the Nursing WAC 246-840 and   * <https://app.leg.wa.gov/WAC/default.aspx?cite=246-840-920> * <https://nursing.wa.gov/practicing-nurses> * <https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/policy/policy6.19.pdf> * Handout attachment for review: |
| Can you please elaborate more on stable and predictable, when a patient transitions to Hospice, are they still considered stable and predictable? | The outcome is determined as stable and predictable. Please see:  <https://nursing.wa.gov/practicing-nurses/frequently-asked-questions#RN-FAQ> |
| Long Term Care facility definition for the purpose of community delegation | <https://www.dshs.wa.gov/sites/default/files/ALTSA/hcs/documents/LTCManual/Chapter%2013.docx>   * Clients with medical conditions that are stable and predictable may receive nurse delegation if they reside in the following settings:   + Their own home   + Licensed Adult Family Homes (AFH).   + Licensed Assisted Living Facilities (ALF); *or*   + Community residential programs for people with developmental disabilities, certified by DSHS. |
| Is a centralized binder in a home/facility, okay? | You can have centralized documents. Please remember that all your client delegation records are part of the clients Medical Record and must be kept where the client resides and included in the file after death. The contractor is required to keep all records for 6 years. |
| **Bed rails** | It is not the task of a nurse delegator to do the bed rail assessment. Please refer to RCS policy and rules. |
| **Client Care Plan** | For the contracted nurse delegator, doing the negotiated care plan for a client in an AFH is not a delegated task and does not fall under payment for ND. It is the Providers responsibility to complete the service documents. |
| **Medication labeling** | DDA: https://www.dshs.wa.gov/sites/default/files/rpau/documents/103P-24-13-066.pdf |
| Do we need to do medication reconciliation and review on all meds or only the meds delegated? | Please see WABON page: <https://nursing.wa.gov/faq/can-registered-nurse-perform-medication-reconciliation>  PM – the medication administration for a delegated client is the RN delegator’s responsibility to review all medication for the client when delegating. This is part of the assessment and supervision. For example, f the client is receiving only a topical for delegation then it is important to know all the medications a client is taking for interactions and side effects. The caregiver must have instructions for medication administration.  Please also review this site for RN Nursing Process: <https://nursing.wa.gov/practicing-nurses/frequently-asked-questions#Whatistheregisterednursesroleinperformingnursingassessmentandcareplandevelopment> |
| ***PRN medication*** | *PRN medication delegation is based on the assessment of medication assistance or medication administration. PRN medications are like all other medications, the instructions should be specific to client and per the* [*WAC 246-840-930 Criteria for Delegation*](https://app.leg.wa.gov/WAC/default.aspx?cite=246-840-930) *Clear instructions are what the provider should have for all the medications.*  *Also please review all the WAC including* [*WAC 246-840-950 How to make changes to the delegated tasks.*](https://app.leg.wa.gov/WAC/default.aspx?cite=246-840-950)  ***PLAN***  *(11) Document in the patient's record the rationale for delegating or not delegating nursing tasks.*  *(12) Provide specific, written delegation instructions to the nursing assistant or home care aide with a copy maintained in the patient's record that includes:*  *(a) The rationale for delegating the nursing task;*  *(b) The delegated nursing task is specific to one patient and is not transferable to another patient;*  *(c) The delegated nursing task is specific to one nursing assistant or one home care aide and is not transferable to another nursing assistant or home care aide;*  *(d) The nature of the condition requiring treatment and purpose of the delegated nursing task;*  *(e) A clear description of the procedure or steps to follow to perform the task;*  *(f) The predictable outcomes of the nursing task and how to effectively deal with them;*  *(g) The risks of the treatment;*  *(h) The interactions of prescribed medications;*  *(i) How to observe and report side effects, complications, or unexpected outcomes and appropriate actions to deal with them, including specific parameters for notifying the registered nurse delegator, health care provider, or emergency services;*  *(j) The action to take in situations where medications and/or treatments and/or procedures are altered by health care provider orders, including:*  *(i) How to notify the registered nurse delegator of the change;*  *(ii) The process the registered nurse delegator uses to obtain verification from the health care provider of the change in the medical order; and*  *(iii) The process to notify the nursing assistant or home care aide of whether administration of the medication or performance of the procedure and/or treatment is delegated or not;*  *(k) How to document the task in the patient's record;*  *(l) Document teaching done and a return demonstration, or other method for verification of competency; and*  *(m) Supervision shall occur at least every 90 days. With delegation of insulin injections, the supervision occurs at least every two weeks for the first four weeks, and may be more frequent.*  *(13) The administration of medications may be delegated at the discretion of the registered nurse delegator, including insulin injections. Any other injection (intramuscular, intradermal, subcutaneous, intraosseous, intravenous, or otherwise) is prohibited. The registered nurse delegator provides to the nursing assistant or home care aide written directions specific to an individual patient.* |

**Links Page**

**Nurse Delegation Laws and Rules:**

RCW <https://app.leg.wa.gov/RCW/default.aspx?cite=18.79.260>

WAC <http://apps.leg.wa.gov/WAC/default.aspx?cite=246-840-910-970>

**Additional resources**:

[https://apps.leg.wa.gov/WAC/default.aspx?cite=246-840-700 – 710](https://apps.leg.wa.gov/WAC/default.aspx?cite=246-840-700)

<https://nursing.wa.gov/support-practicing-nurses/practice-information/registered-nurse>

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

**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**

**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 Opinions <https://nursing.wa.gov/practicing-nurses/practice-guidance>

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.*