

MEDICATION ADMINISTRATION SKILLS COMPETENCY COURSE AND EVALUATION

CERTIFICATES OF COMPLETION

- TWO-HOUR COURSE COMPLETION
- ONE-HOUR INITIAL SKILLS COMPETENCY EVALUATION
- REASSESSMENT SKILLS COMPETENCY EVALUATION

REASSESSMENT OF SKILLS DUE

- IQ4K - EVERY TWO YEARS
- HEAD START - ANNUALLY
- NAEYC - ANNUALLY

COURSE and SKILLS COMPETENCY OVERVIEW:

Individuals responsible for administering medication to children in Early Care and Education (ECE) settings shall complete the two-hour Medication Administration Skills Competency course and successfully complete the in-person skills competency evaluation test-out. The course certificate is valid for 5 years. The skills competency test-out is a quality measure and should be reassessed per the ECE programs' quality protocol (every 1-2 years) or whenever a medication error occurs.

Participants who have completed the course will have 30 days to complete the initial skills evaluation test-out and 30 days after their skills competency reassessment test-out is due to renew their certificate. It is recommended that you contact your local Child Care Nurse Consultant (CCNC) a month prior to when your reassessment of skills is due. After a period of 30 days, the participant will be required to repeat the two-hour course. No additional credit hours will be given if the course is repeated within the 5-year period per HHS rules.

The participant is responsible for scheduling their skills competency initial assessment and reassessment evaluation. The skills evaluation must be performed by a Registered Nurse (RN). If the RN is not a CCNC, they must work with the local CCNC in their county/area to obtain the paperwork, skills competency kit, and approval.

WHO SHOULD TAKE THIS COURSE?

Safe medication administration in ECE is crucial to the health and wellness of children. In Iowa, all child care providers are required to take minimum health and safety trainings including the

basics of medication administration, which is included in the Essentials Series. However, ECE providers/staff responsible for administering medication to children need additional training to ensure that they have the skills needed to safely provide medications.

Best practice indicates that having a limited number of trained staff assigned to administering medications to children in child care helps prevent medication errors.

The Medication Administration Skills Competency course and in-person skills competency evaluation test-out addresses the administration of several forms of medications.

The following eligibility requirements for this course include:

- Participants must be at least 18 years of age.
- Able to read and understand pharmacy and non-prescription medication labels.
- Completion of Essentials for Medication in Child Care (Module 6) prior to enrolling in this course.
- Be assigned the role of medication administration (i.e.: owner/director, assistant director, on-site supervisor, lead teaching staff)

For more information contact your Child Care Nurse Consultant. To find your local CCNC go to <https://hhs.iowa.gov/hcci/consultants>