

Nurse Delegation Policy and Procedure

Policy

Unlicensed Assistive Personnel (UAP) may be delegated to perform nursing care services beyond their usual and customary roles under the direction and supervision of licensed nurses.

Unlicensed Assistive Personnel are prohibited from performing any licensed nurse functions that are specifically defined in the Board of Nursing Rules and those that require nursing assessment or diagnosis, establishment of a plan of care or teaching, the exercises of nursing judgement, or procedures requiring specialized nursing knowledge, skills or techniques.

Procedure

1. Licensed Registered Nurse (RN) will become familiar with specific facility policies, procedures, and available supplies and staffing as well as rules and regulations governing delegation and nursing care in assisted living.
2. RN will assess the nursing care needs of the resident.
3. RN will review the nursing care services that may be delegated to UAPs in this care setting. If a task cannot be delegated, RN will make arrangements for Outside Services to provide care.
4. Decisions concerning delegation will be determined in accordance with the provisions outlined in the Idaho Administrative Code IDAPA 23.01.01 Board of Nursing Rules.
5. RN will ensure training is provided for all delegated tasks. The following training requirements apply to all unlicensed assistive personnel. The training program shall
 - a. Include written objectives which describe the expected outcomes for the learner and which can be evaluated by oral or written examination and by clinical demonstration of competency or application;
 - b. Incorporate learning experiences appropriate to the stated objectives;
 - c. Be conducted by licensed registered nurses and other licensed health professionals;
 - d. Include an evaluation mechanism to determine the effectiveness of the program;
 - e. Address the general unlicensed assistive personnel curriculum content areas set for in the IDAPA 23.01.01 Board of Nursing Rules.
6. RN will monitor the UAP for competence in the performance of specific task being considered for delegation and provide additional training as needed;
7. RN will monitor the condition of the resident, update the plan of care and modify delegated tasks as needed to meet the needs of the resident. Changes in care will be communicated to UAP and further education and instruction provided, as needed.
8. The UAP will be instructed about who to contact and how to reach them should the UAP be unable or unwilling to complete delegated tasks;

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9. RN will document the delegation, supervision, corrective actions and rescission of delegation in the personnel file for the UAP.

Delegation of Assistance with Medications

Unlicensed assistive personnel (UAP) may be delegated to assist with medications under the direction and supervision of licensed nurses.

Assistance with medications may include breaking a scored tablet, crushing a tablet, instilling eye, ear or nose drops, giving medication through a pre-mixed nebulizer or gastric (non-nasogastric) tube, assisting with oral or topical medications and insertion of suppositories. Specialized tasks such as assisting with injections are not included in the Assistance With Medication course and will require the RN to do specific training prior to delegation.

Prior to assigning the task of Assisting with Medications (AWM) for residents who cannot independently self-administer medications to UAP, the following conditions must be met.

- a. The UAP has completed a Board-approved training program and holds a card verifying attendance at the eight (8) hour Assistance with Medications Course;
- b. The UAP has completed sixteen hours of orientation to the care setting;
- c. The plan of care for the resident has been developed by a RN;
- d. The act has been delegated by a licensed nurse;
- e. Written and oral instructions have been given to the UAP by a licensed nurse concerning the reason for the medication, the dosage, expected effects, adverse reactions or side effects and actions to take in an emergency;
- f. The medication is in the original pharmacy-dispensed container with a proper label and directions or in an original over-the-counter container or the medication has been removed from the original container and placed in a unit container by a licensed nurse;
- g. Proper measurement devices must be available for liquid medication that is poured from a pharmacy dispensed container;
- h. Inventories of narcotics must be maintained;
- i. Any medication dosages not taken and the reason thereof are recorded and reported to the appropriate supervisory person;