

MEDICATION ADMINISTRATION TRAINING PART 2 AND DELEGATION GUIDANCE FOR TELECONSULTATION

This temporary guidance is provided to child care health consultants in Colorado who may choose to provide training via teleconsultation to child care programs during the COVID-19 pandemic.

BEFORE THE VIRTUAL

*This guidance is to be used in conjunction with the Colorado Medication Administration Training (MAT), developed in 2017 by the Colorado Department of Human Services, Office of Early Childhood, Division of Early Care and Learning, in conjunction with Healthy Child Care Colorado.

ONLINE TRAINING SESSION

- Determine online video conferencing platform and complete “test session” with program
- Use a recommended ratio of 1 instructor to 5 students
- Have the child care program email you copy of certificate of completion from MAT Part 1 online training. (MAT Part 2 and delegation may not be completed without the certificate available.)
 - MAT training can be found here:
<https://ecpd.costartstrong.org/ets/store/item/?id=0825f37e-a857-11e7-8692-005056a02268>
- Email documents to the program to be printed prior to MAT Part 2 including:
 - Student Guide (required)
 - Sign in sheet Part 2 (required)
 - Classroom Safety Checklist
 - Colorado Asthma Plan, Colorado Allergy and Anaphylaxis Plan
 - Incident Report
 - Medication log
 - Any additional handouts you typically bring to your training session including mock medication authorizations.
 - Documents and instructor materials can be found on the HCCC Health Hub:
<https://healthychildcareco.org/your-account/health-hub/medication-administration-training/>



- CCHC should drop off kit of Medication Administration training supplies, including:
 - Epinephrine auto-injector trainers,
 - Rescue inhaler trainer with spacer, and
 - Training medications to include non-medicinal (pretend) ointment, eye/ear drops, bottle of liquid medication, prescription bottle with pretend tablets (candy).

DURING THE VIRTUAL ONLINE TRAINING SESSION

- Utilize “Discussion Questions Child Care”, student and facilitator scenarios, and teach-back scenarios as per your usual med classes to encompass each section of the Skills, Delegation, and Supervision checklist
- Demonstrate use of different types of epinephrine auto injectors and inhalers with spacer and observe child care staff return demonstration. **NO photos or videos of children should be taken or recorded at any time**
- Review “Skills, Delegation, and Supervision Checklist” when training completed, ensure that learner can verbalize comfort with all sections
- Ensure that you, as the delegating CCHC, are comfortable with the return demonstration of skills and are willing to delegate to the child care staff. (If you are training for Family Child Care Homes, you do not delegate)
- Ask for MAT Evaluation to be completed and sent back to CCHC

AFTER THE VIRTUAL ONLINE TRAINING SESSION

- CCHC signs training RN/MD portion of “Skills, Delegation, and Supervision Checklist”
- If you are comfortable with delegates skills, CCHC signs delegating RN/MD portion of the “Skills, Delegation, and Supervision Checklist” and sends to program for delegatee signature. Ensure completed checklist is returned to CCHC for record keeping. May utilize digital signatures if CCHC has this capability
- Arrange for pick-up of training supplies and disinfect all materials used. Training simulation papers should be discarded
- Debrief with director on successes or failures of the virtual format
- Plan to supervise medication administration in person when CCHC can safely do so and within 30-60 days if possible

*Colorado Medication Administration Training for Unlicensed Assistive Personnel in Public, Charter, Private and Parochial Schools, Child Care Centers, Preschools, School-Age Child Care, Residential Camps, Day Camps, and Family Child Care Homes, 9/2017, Sixth Edition – temporary addendum 3/25/2020.

