DEPARTMENT OF PUBLIC WELFARE
MEDICATION ADMINISTRATION
2012-2013 RECERTIFICATION COURSE

COURSE DESCRIPTION

The Department of Public Welfare in collaboration with the Pennsylvania State Board of Nursing developed the Medication Administration Training program. Trainers must be recertified to train the course every three years. The purpose of this training program is to provide recertification for those training unlicensed staff in community settings to properly administer medications under this training course.

Participants that successfully complete this training will be recertified for a period of three years to do the following in their agency or entity:

- Teach unlicensed staff to properly administer medication
- Monitor unlicensed staff that administer medication
- Teach Practicum Observers to assist with the monitoring of unlicensed staff that give medication
- Monitor Practicum Observers who assist with the monitoring of unlicensed staff that give medication

This recertification training course is designed for current and valid DPW medication administration certified trainers who train unlicensed staff to administer medication.

PREREQUISITES AND STAFF QUALIFICATIONS

Only staff that ***meet all applicable requirements*** and ***are employed*** in one of the following licensed programs are eligible to attend this one-day medication administration course.

<u>Department of Public Welfare</u>

- Chapter 2380: Adult Training Facilities (ATF)
- Chapter 2390: Vocational Facilities
- Chapter 2600: Personal Care Homes (PCH)
- Chapter 2800: Assisted Living
- Chapter 3800: Child Residential and Day Treatment Facilities
- Chapter 6400: Community Homes for Individuals with Intellectual Disabilities*
- Chapter 6600: Intermediate Care Facilities for Persons with Intellectual Disabilities*
- Chapter 6600: Intermediate Care Facilities for Other Related Conditions (ICF/ORC)*

*Serving eight or fewer individuals

<u>Department of Aging</u>

- Title 6 Aging, Chapter 11: Adult Day Services

All candidates must have:

- Have completed and passed the DPW Medication Administration Train the Trainer Course after July 2004 and hold a current valid trainer certificate.
    - **Candidate must complete the Recertification Training prior to the expiration date on his/her trainer's certificate**.
    - **If your trainer certificate has expired, you are not eligible to take the Recertification Training. You must retake the 2-day Train the Trainer Training. Refer to the Medication Administration Train the Trainer Brochure**.
- Have familiarity with agency or entity policies and procedures for medication administration

ON-LINE REGISTRATION

Registration for the Medication Administration Program is now online. To register go to: **http://medsadmin.tiu11.org/**. If you do not have access to a computer and need assistance with registration, please call 800-438-1958, Monday through Friday, from 8 a.m. to 3:30 p.m.

FEE SCHEDULE

Registration fee of **$55.00** made payable to Tuscarora Intermediate Unit 11.

***If you have special needs as addressed by the Americans with Disabilities Act (ADA) and need accommodations at this training, please make your needs known to Tuscarora Intermediate Unit 11 at 800-438-1958 at time of registration. Accommodations must be approved prior to the start of the class.**

CANCELLATION AND SUBSTITUTION POLICY

Cancellation and Site changes:

- Cancellations must be made by contacting the TIU (800-438-1958) **two weeks prior** to the first day of the class.
- Fees **will not be returned** for cancellations made less than **two weeks prior** to the first day of the class.
- If space permits, accepted participants will be permitted to change sites up to **two weeks prior** to the first day of the class.

Substitutions:

- Agencies/Entities may substitute a qualified person **two weeks prior** to the first day of the class. In order for a substitution to be made the following must occur:
    - The completed application must be received **two weeks prior** to the first day of the class.
    - Paid fees received will be transferred to the substitute.

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Dates and Locations of Scheduled Trainings
Classes may be cancelled due to insufficient registration

October 5, 2012 Ramada Inn 20 Public Square Wilkes Barre PA 18701	**October 12, 2012** Philadelphia Education Center 440 North Broad Street Philadelphia PA 19130	**October 19, 2012** Polk Center 100 Main Street Polk PA 16342	**October 26, 2012** Lancaster/Lebanon IU 13 1020 New Holland Ave Lancaster PA 17601
November 2, 2012 PaTTAN King of Prussia 200 Anderson Road King Of Prussia PA 19406	**November 9, 2012** PaTTAN Pittsburgh 3190 William Pitt Way Pittsburgh PA 15238	**November 16, 2012** Appalachia IU Ed Tech Center 580 Foot of Ten Road Duncansville PA 16635	**December 7, 2012** PaTTAN Pittsburgh 3190 William Pitt Way Pittsburgh PA 15238
February 22, 2013 PaTTAN Pittsburgh 3190 William Pitt Way Pittsburgh PA 15238	**March 1, 2013** PaTTAN Harrisburg 6340 Flank Drive Suite 600 Harrisburg PA 17112	**March 8, 2013** Ramada Inn 20 Public Square Wilkes Barre PA 18701	**March 15, 2013** Philadelphia Education Center 440 North Broad Street Philadelphia PA 19130
March 22, 2013 Northwest Tri-County Intermediate Unit (IU5) 252 Waterford Street Edinboro, PA 16412	**April 5, 2013** Lancaster/Lebanon IU 13 1020 New Holland Ave Lancaster PA 17601	**April 12, 2013** PaTTAN King of Prussia 200 Anderson Road King Of Prussia PA 19406	**April 19, 2013** PaTTAN Pittsburgh 3190 William Pitt Way Pittsburgh PA 15238
April 26, 2013 Selinsgrove State Center 1000 Route 522 Selinsgrove PA 17870	**May 10, 2013** PaTTAN Harrisburg 5340 Flank Drive Suite 600 Harrisburg PA 17112	**May 17, 2013** Polk Center 100 Main Street Polk PA 16342	**June 7, 2013** Lancaster/Lebanon IU 13 1020 New Holland Ave Lancaster PA 17601