Council on Certified Nursing Assistants
Conference Call

Meeting Agenda

April 6, 2015
Telephone Conference Call

Call in Information: 888-670-3525
Public Code: 9908086106 #

Lois Gackenheimer, PhD Ed, MSN, RN,
Chair

Joe Baker, Jr.
Executive Director

Florida Council on Certified Nursing Assistants Meeting Agenda
April 6, 2015

Council Members:
Lois Gackenheimer, PhD Ed, MSN, RN, Chair
Lydel Anthony Wright, LPN, RN
Amy Sutton, CNA

Attorney:
Diane Guillemette, Assistant Attorney General

Board Staff:
Joe Baker, Jr., Executive Director
Sarah Starling, Program Operations Administrator
Sherri Sutton-Johnson, MSN, RN, Director of Nursing Education
Tihara Rozier, Regulatory Supervisor Consultant
Natasha Rubie, Regulatory Supervisor Consultant
Scarlet Curtis BSN, RN, Nursing Education Consultant

Monday, April 6, 2015 at 11:00 am

Call to Order

Roll call

I. Rule Revision

A. 64B9-15.005 Standards for Certified Nursing Assistant Training Programs (attached with comments)

B. 64B9-15.006 Standardized Curriculum (attached with comments)

C. 64B9-15.007 Approval and Renewal of New Certified Nursing Assistant Training Programs (attached with revisions)

II. Item for Discussion

A. Approved CNA Programs which have no testers for multiple calendar years

Adjournment

For more information regarding board meetings please visit
http://www.floridasnursing.gov/meeting-information/
or contact:
Florida Board of Nursing
4052 Bald Cypress Way, Bin # C-02 Tallahassee, FL 32399-3252
Direct Line: (850) 245-4125
Direct Fax: (850) 617-6450
Email: info@floridasnursing.gov

64B9-15.005 Standards for Certified Nursing Assistant Training Programs.

(1) Each training program shall have a governing body which has authority to conduct the certified nursing assistant training program, determine general policy, and assure adequate financial support.

(a) A certified nursing assistant training program shall have a written description of the program that includes purpose, goals, and objectives/outcomes, and meets applicable federal and state requirements. The program description must be consistent with the purpose, goals, and objectives/outcomes of the parent institution, if any.

(b) A certified nursing assistant training program utilizing external clinical facilities shall have a written agreement between the program and each external clinical facility. The agreement shall define the rights and responsibilities of the program and the clinical facility, including the role and authority of the governing bodies of both the clinical facility and the program.

(c) A certified nursing assistant training program shall include clinical experiences in health care facilities with a standard license or a conditional license without class I or class II deficiency.

(d) A certified nursing assistant training program shall have written policies and procedures that are consistent with its parent institution. The program shall provide a regularly scheduled review of the policies and procedures governing the following areas:

1. Student attendance;
2. Student grading, including program progression and completion criteria;
3. Student record maintenance;
4. Student fees and financial aid;
5. Student rights and responsibilities; and
6. Student grievance.

(2) Each certified nursing assistant training program shall appoint a certified nursing assistant training program coordinator who shall be responsible and accountable for compliance with these rules.

(a) A program coordinator shall hold an active, clear Florida license to practice professional nursing, two years of professional nursing experience, and one year of experience in nursing home services, i.e., care of the elderly or chronically ill of any age including supervision of certified nursing assistants.

(b) A director of nursing in a nursing home-based program may assume the administration and accountability for a program as the program coordinator but shall not engage in classroom or clinical teaching in that program.

(c) A program coordinator assumes overall accountability for the following:

1. Acting as liaison with the Board related to the program's continuing compliance;
2. Participating in preparing and administering a financial plan;
3. Developing, implementing, and evaluating the training program;
4. Arranging for educational facilities, clinical resources, and faculty development;
5. Recruiting, supervising, and evaluating qualified instructors who meet criteria in subsection 64B9-15.005(4), F.A.C., and ensuring there are sufficient instructors to meet clinical ratios and instructional needs;
6. Providing admission and program completion requirements in written form to students prior to admission to the program;
7. Developing and implementing written policies necessary for the operation of the program;
8. Ensuring that instructors provide classroom instruction and clinical supervision to students at all times during scheduled program hours; and
9. Providing documentation of program completion to a student within 10 days of program completion.

(3) Each certified nursing assistant training program shall have one or more program instructors who shall be responsible and accountable for the instructional aspects of the certified nursing assistant training program.

(a) A program instructor shall hold a clear, active Florida license to practice either practical nursing or professional nursing ~~license or above~~ ~~Florida license to practice professional nursing~~, have at least 1 year of clinical experience, and one of the following:

Comment [YT1]: Are other licenses acceptable other than LPN and RN? Leaving the language as above opens up a lot of interpretation of what may be "higher" than an LPN.

1. Have completed a course in teaching adults; or
2. Have at least 1 year of experience in teaching adults; or
3. Have at least 1 year of experience in supervising nursing assistants.

(b) A program instructor's responsibilities for classroom and clinical instruction include:

1. Participating in the planning of each learning experience;
2. Ensuring that course objectives/outcomes are accomplished;
3. Requiring a grade of 70% or greater on all theoretical examinations;

4. Requiring a passing grade for satisfactory completion of all skills evaluations;

5. Ensuring that students do not perform activities for which they have not received instruction and in which they have not been found competent;

6. Supervising and evaluating students giving care to clients in clinical areas;

7. Providing direct supervision in the classroom and in clinical experiences; and

8. Monitoring health care professionals who assist in providing program instruction.

(c) A program coordinator may be an instructor but must meet the standards established in paragraph (a) above.

(d) Other personnel from the health professions may supplement the program instructor; these supplemental personnel must have at least one year of experience in their field.

(4) The certified nursing assistant training program shall have sufficient staff, finances, resources, materials, space, and supplies to meet the purpose of the program and the needs of students, faculty, administration, and staff.

(a) Classrooms and skill laboratories shall meet requirements in Chapter 1013, F.S. and Chapter 6A-2 ~~6-2~~, F.A.C.

(b) Current reference materials shall be appropriate to the level of the student population and the curriculum.

(c) A training program shall provide a minimum clinical instruction ratio for program instructor ~~professional nurse~~ to student of 1 to 15 for students caring directly for residents or clients.

Comment [YT2]: If LPNs can be now teach, they should also be able to supervise in the clinical setting.

(d) A training program shall provide the standardized curriculum under Rule 64B9-15.006, F.A.C., in compliance with federal guidelines.

(e) A training program shall plan and schedule clinical experiences according to the course curriculum.

(f) The training program shall include clinical experience for each certified nursing assistant student.

(g) The training program shall ensure that certified nursing assistant students are identified and treated as students and not utilized as staff during the instructional and clinical hours the students are enrolled in a certified nursing assistant training program.

(h) A training program shall provide instructional and education materials adequate to meet the needs of the program, the number of students, and the instructional staff. There shall be an adequate number of instructional tools and equipment for simulating resident care to provide ample opportunity for students to develop skill competency prior to direct care experiences.

(5) If the Board, through an investigation by the department, finds that an approved program no longer meets the required standards, it shall place the program on probationary status until such time as the standards are restored. If a program fails to correct these conditions within 90 days, the Board shall rescind the approval.

(a) The Board shall review a fraction of the training programs' passing rates. The fraction shall be at the rate of 1/12th every other month.

(b) Each program's passing rate will be reviewed every other year unless placed on probation.

(6) A training program must maintain a passing rate on certified nursing assistant examination for its graduates of not less than 10% below the state average as reported annually. If a program's passing rate drops below the standard for 12 months, the program must be reviewed by the Board. The Board shall place the program on probation, and if the passing rate does not meet the standard within one year, the Board shall rescind the program approval.

(a) An average passing rate of 0% shall not negatively imact programs that have no test takers for one test period.

(b) If a program has no test takers for one calender year, the program shall be considered abandoned and program approval shall be rescinded by the Board.

(7) A training program shall permit the Board to conduct an on-site evaluation for initial Board approval and renewal of approval.

(8) The certified nursing assistant training program must report to the Board any changes in program coordinator or program location within 60 days.

(9) Certified nursing assistant training program approval shall not be transferred with a change of ownership. The new owner must apply per Rule 64B9-15.007, F.A.C.

(10) A certified nursing assistant training program shall notify the Board of any name change within thirty (30) days of the change.

(11) All certified nursing assistant training programs with current approval from the Department of Education will maintain approval until 180 days after the effective date of these rules. All programs must comply with the renewal requirements in Rule 64B9-15.007, F.A.C.

Rulemaking Authority 464.202, 464.203 FS. Law Implemented 464.203, 464.2085 FS. History–New 5-25-03, Amended 8-10-08, 6-5-12

64B9-15.006 Standardized Curriculum.

(1) The standardized curriculum content for a certified nursing assistant training program shall follow the curriculum framework established by the Department of Education (Rule ~~6A-1.09417~~ 6A-6.0571, F.A.C.) and shall include material that will provide a basic level of both knowledge and demonstrable skills for each student completing the program.

(2) The standardized curriculum shall require a minimum of 80 hours of classroom and 40 hours clinical instruction. The clinical instruction shall include at least 20 hours of long term care clinical instruction in a licensed nursing home or long term care facility. . *(or instruction in a long term care facility)*

(3) Prior to any direct contact with a resident, a training program shall require that a student receive a minimum of 16 hours of classroom instruction in communication and interpersonal skills; infection control; safety/emergency procedures, including the Heimlich maneuver; promoting residents' independence; and respecting residents' rights.

(4) Clinical experience shall be provided under the direct supervision of the program instructor.

Specific Authority 464.202, 464.203 FS. Law Implemented 464.203, 464.2085 FS. History–New 4-8-03.

Comment [YT1]: Incorrect rule for the curriculum frameworks

Comment [YT2]: Specifying the facility in which they will be doing the clinical times leaves less room for variance. Would long term care in a private residence be acceptable? Also, things language is closer to what the requirement is in the curriculum frameworks currently.

Comment [YT3]: Which could now include LPNs and so rule 64B9-15.005 needs to be updated that LPNs can supervise

64B9-15.007 Approval and Renewal of New Certified Nursing Assistant Training Programs.

(1) Certified nursing assistant training programs shall be approved by the Board prior to being offered. Retroactive approval shall not be granted.

(2) A program seeking approval shall submit and complete a New Nursing Assistant Program Application, form number DH-MQA 1256 (8/11), herein incorporated by reference, available at http://floridasnursing.gov/applications/train-pro-cna-app.pdf ~~https://www.flrules.org/gateway/reference.asp?NO=Ref-01259~~ or from the Board office or on the Board's website: http;//floridasnursing.gov. ~~www.doh.state.fl.us/mqa/nursing.~~

(3) Approval of a certified nursing assistant training program is valid for a two-year period.

(4) Each program must renew every two-years by completing the Nursing Assistant Training Program Renewal Application, form number DH-MQA 1257 (8/11), herein incorporated by reference, available at http;//floridasnursing.gov/applications/nurse-asst-train-pra-app.pdf. ~~https://www.flrules.org/gateway/reference.asp?NO=Ref-01260~~ or from the Board office or on the Board's website: www.doh.state.fl.us/mqa/nursing, and submitting it to the Board ~~within~~ sixty (60) days prior to ~~of~~ the program renewal date. If a program fails to timely file a renewal application, the Board shall rescind the approval.

(5) A training program shall not enroll students prior to receiving program approval.

Rulemaking Authority 464.202, 464.203 FS. Law Implemented 464.203, 464.2085 FS. History–New 8-31-03, Amended 6-19-12.