

***MEDICATION ADMINISTRATION PROGRAM**

Certificate of Proficiency

This Medication Administration Program consists of 100 clock hours and seven credit hours. **This program is only open to Certified Nursing Assistants who have been employed in that capacity in a nursing home for at least one year.** The main course, Basic Medication Administration Skills, prepares Certified Nursing Assistants for the task of medication administration. This course of study also includes introduction to medication administration, a brief history of health care, the development of the role of Medication Assistant, state and federal regulatory issues; principles of medication administration including pharmacology, medications, medication orders, prescriptions and transcription; information on medications and their effect on the body including a review of body systems; and special circumstances, such as, substance abuse by the individual being cared for by Medication Assistants as well as by their coworkers.

ADMISSION REQUIREMENTS AND DEADLINES:

Step 1 College Admission Procedures-Students must complete all the College's general entrance/admission procedures as outlined in the catalog/website and submit to **Student Affairs** (501) 337-5000 EXT 1180 in **Main Campus Building** before 4:30 p.m. on the stated deadline (see otcweb.edu/current schedule for dates)

Students must also score a minimum score on COMPASS Test (test is given on campus- dates and times TBA, fee for test is approximately \$10.00 scores must be dated within the last five years. If anyone has any questions please call: Student Affairs at (501) 337-5000 EXT 1180.

Battery	Compass Minimum Score	Course Placement
Reading	82	Test out of Academic Reading
Writing	75	Test out of Academic Writing

Step 2 All students must submit to the **Allied Health Division** prior stated deadline (see otcweb.edu)

- Application for Admission to Medication Administration (available in Allied Health Building)
- Proof of registration/ good standing on the Arkansas Certified Nurse Aide Registry.
- Proof of current full time employment at a nursing home for at least one continuous year.

CURRICULUM-MEDICATION ADMINISTRATION PROGRAM* ****Schedule subject to change******

One day a week at 4.5 hours a day for 10 weeks = 45 hours Theory
One day a week for 1.5 hours a day for 10 weeks = 15 hours Lab
10 hours a day for 4 days = 40 hours Clinical

PROGRESSION

All students must meet the minimum requirement of 76% or better in theory and demonstrate satisfactory behaviors in clinical/lab to complete the program.

CLINICAL TRAINING

Clinical experiences are designed to allow students to transfer knowledge gained through classroom presentation into "hands on" medication administration. Students will spend not less than 40 hours in clinical. Rules and regulations regarding clinical experiences can be found in the course syllabus. The student is responsible for their transportation to the clinical facilities.

READMISSION* REAPPLICATION DOES NOT GUARANTEE READMISSION**

1. Reapply to the program by submitting another Application for Admission.
2. Write a statement explaining why they were not successful on the previous attempt and give a plan of action to correct the problem(s) that initially led to being unsuccessful in the program.
3. Retake and complete the entire course content in the program. The decision of placement of a student requesting to return to the Medication Administration Program, whose cycle in the curriculum is interrupted for any reason, remains at the discretion of OTC officials based on class size and instructor and clinical slot availability.