

Documentation of Certified DD Personnel Performance of Skills Covered by Certification 1 Training: Initial Certification/Renewal

Certified DD Personnel Name: _____ Date _____

Below is a list of skills included in the Prescribed Medication and Health-Related Activities Training Manual. The skills below are ALL required for Certification Category 1 Initial training course. Skills verification for renewal must include any specific skill currently being used by the personnel.

Indicate for each skill:

RDC = Returned demonstration in the classroom setting

RDW = Returned demonstration at the work site

VOK = Verbalization of knowledge of how to perform the skills in the classroom setting

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|--|---|--|
| <input type="checkbox"/> Oral Medications | <input type="checkbox"/> Diastat® | <input type="checkbox"/> Glucagon |
| <input type="checkbox"/> Skin Medications | <input type="checkbox"/> Sublingual/Buccal | <input type="checkbox"/> Transdermal |
| <input type="checkbox"/> Eye Medications | <input type="checkbox"/> Compression Hose | <input type="checkbox"/> Nebulizer Treatment |
| <input type="checkbox"/> Respirations | <input type="checkbox"/> Ear Medications | <input type="checkbox"/> Nose Medications |
| <input type="checkbox"/> Temperature | <input type="checkbox"/> Rectal Medications | <input type="checkbox"/> Oral Suctioning |
| <input type="checkbox"/> Blood Pressure | <input type="checkbox"/> Vaginal Medications | <input type="checkbox"/> Versed® |
| <input type="checkbox"/> Pulse | <input type="checkbox"/> Clean Dressing | <input type="checkbox"/> Intake/Output |
| <input type="checkbox"/> Glucometer | <input type="checkbox"/> Clean Catch Urine Sample | <input type="checkbox"/> Percussion Vest |
| <input type="checkbox"/> BiPAP/CPAP | <input type="checkbox"/> Oxygen Therapy | <input type="checkbox"/> Pulse Oximetry |
| <input type="checkbox"/> External Urinary Catheter
Care | <input type="checkbox"/> Cough Assist Insufflator-
Exsufflator | <input type="checkbox"/> Empty Urine Collection Bag |
| <input type="checkbox"/> MDI inhalers | <input type="checkbox"/> OTC Topical
Musculoskeletal | <input type="checkbox"/> Emptying and Replacing
Colostomy Bag |

Skills verification must indicate if done by RDC, RDW or VOK. For any skill/task listed as RDC or VOK the employer may still want to have the certified DD personnel perform a real-life return demonstration prior to assigning that skill/task to the certified personnel. The RN Trainer may choose to delay certification completion start date until RDW can be completed (see MAIS Decision page for start date edits).

A copy of Medication Administration Curriculum and Skills Check List can be found on the DODD website dodd.ohio.gov

Receipt of Category 1 certification indicates that DD personnel have successfully completed training for medication administration and performance of specific health-related activities according to ORC 5123.41-7 and OAC 5123:2-6-01 thru 07. Nurses, employers and DD personnel are reminded that receipt of certification is not a guarantee of skill competency. Trained and certified DD personnel may require additional observation, evaluation of skill and review of procedures as needed. Successful re-demonstration of skill is ultimately at the determination of the nurse trainer during training, and delegating nurse and/or employer, where applicable, post training.

Signature/title of person verifying skills: _____ Date: _____

Annually, the employer or delegating nurse is responsible for having DD personnel complete return demonstrations of any tasks (MA and HRAs) performed as a part of personnel's assigned duties.