South Dakota Board of Nursing

South Dakota Department of Health
722 Main Street Suite 3, Spearfish, SD 57783
(605) 642-1388; FAX: 642-1389; WWW.STATE.SD.US/DOH/NURSING

Medication Administration Training Program for Unlicensed Assistive Personnel
Application for *Re-Approval* of Training Program

Medication administration may be delegated only to those individuals who have successfully completed a training program pursuant to ARSD 20:48:04.01:14. An application along with required documentation must be submitted to the Board of Nursing for approval. Written notice of approval or denial of the application will be issued upon receipt of all required documents. Send completed application and supporting documentation to the Spearfish BON address or fax above.

Name of Institution: Golden Prairie Manor
Name of Primary Instructor: Bonny Lester, RN
Address: 1145 Golden Prairie Dr. #400
Winner, SD 57580
Phone Number: 605-842-0508 Fax Number: 605-842-2803
E-mail Address of Faculty: gpm@gwtc.net

1. Request re-approval using the following approved curriculum(s): *(Each program is expected to retain program records using the Enrolled Student Log form.*
   - ☐ 2011 SD Community Mental Health Facilities (only approved for agencies certified through the Department of Social Services)
   - ☐ Gauwitz Textbook – Administering Medications: Pharmacology for Health Careers, Gauwitz (2009)
   - ☑ Mosby's Texbook for Medication Assistants, Sorrentino & Remmert (2009)
   - ☑ Nebraska Health Care Association (2010) (NHCA)
   - ☑ We Care Online
   - ☑ EduCare

2. List faculty and licensure information: *For new RN faculty: 1) attach resume/work history with evidence of minimum 2 years clinical RN experience, and 2) attach a new Curriculum Application Form identifying areas of teaching.*

RN FACULTY/INSTRUCTOR NAME(S)	RN LICENSE			
	State	Number	Expiration Date	Verification (Completed by SDBON)
Bonny Lester	SD	SDRN R022270	1/28/16	SDBN

3. Complete evaluation of the curriculum / program: *(Explain 'No' responses on a separate sheet of paper.)*

Standard	Yes	No
1. Each person enrolled in your program had a high school diploma or the equivalent.	✓	
2. Your program was no less than 16 classroom hours and 4 hours clinical/laboratory instruction for a total of 20 hours.	✓	
3. Your program's faculty to student ratio did not exceed 1:8 in the clinical / lab setting	✓	
4. Your program's faculty to student ratio did not exceed 1:1 in skill performance evaluation /competency validation.	✓	
5. Each student's performance was documented using the SD clinical skills checklist form.	✓	
6. You maintain records using the Enrolled Student Log(s) form.	✓	

RN Faculty Signature: Bonny Lester, RN **Date:** 6/19/14

This section to be completed by the South Dakota Board of Nursing

Date Application Received: 6/22/14	Date Notice Sent to Institution:
Date Application Approved: 6/24/14	Application Denied. Reason:
Expiration Date of Approval: APRIL 2016	
Board Representative: SD	

South Dakota Board of Nursing
Curriculum Content Application Form: *EduCare*

Agency/Facility Name: Golden Prairie Manor (to be completed by facility)

This form provides onsite clinical RN primary instructors a guide on how to teach the content of the EduCare curriculum. Complete column 4 with the name of RN responsible for teaching the 4-hour clinical lab portion of training (***bottom of page 2). Submit completed form to BON with your Medication Administration Training Program application.

Curriculum Requirements Pursuant to ARSD 20:48:04.01:15	Content Outline	Time Frame	RN Instructor	Teaching Methodology Used May include: lecture, self-study, online, case study
1) General information relevant to the administration of medications, including: a) Governmental regulations related to the practice of nursing, the administration of medication, and the storage, administration and recording of controlled substances; b) Ethical issues; c) Terminology, abbreviations and symbols; d) Mediation administration systems; e) Forms of medication; f) Procedures and routes of medication administration; g) Medication references available h) The role of unlicensed assistance personnel in administering medications i) The five rights of medication administration: right patient., right medication, right dose, right time, right route and j) Infection Control policies and procedures	1. Governmental regulations related to the medication administration (Unit #1) • SD Specific Legal Requirements 2. Administration of medications and controlled substances (CS)(Unit #7 & #11) 3. Storage of medications and CS (Unit #11) 4. Recording of CS (Unit #11) 5. Ethical Issues (Unit # 14) 6. Terminology, abbreviations, and symbols (Unit #2) 7. Mediation administration systems (Unit #7) 8. Forms of medication (Unit #6) 9. Procedures and routes of medication administration (Units #10-1 though #10-7) 10. Medication references available (Unit #6) 11. The role of unlicensed assistance personnel in administering medications (Unit #1 and Units #10-1 though #10-7) 12. The five rights of medication administration (Unit #8 and Units #10-1 though #10-7) • Right Patient • Right Medication • Right Dose • Right Time • Right Route 13. Infection Control policies and procedures (Unit #5)	9 hrs	Online RN instructor: Jean Howell	On line lectures, learning games, handouts, videos, discussion worksheets and location assignments. Each module also includes email option to on line RN, closed captioning and search features.

2) An overview of the major categories of medications related to the body systems, including: a. Cardiovascular; b. Endocrine; c. Gastrointestinal; d. Integumentary; e. Musculoskeletal; f. Nervous; g. Reproductive h. Respiratory i. Sensory j. Urinary; and k. Immune	14. An overview of the major categories of medications related to the body systems, including: a. Cardiovascular b. Endocrine c. Gastrointestinal d. Integumentary e. Musculoskeletal f. Nervous g. Reproductive h. Respiratory i. Sensory j. Urinary k. Immune (Units #3-1 through #3-13)	4 hrs 30 min	Jean Howell	On line lectures, learning games, handouts, diagrams, discussion worksheets and location assignments. Each module also includes email option to on line RN, closed captioning and search features.
3) Additional instruction shall include those categories of medications relevant to the healthcare setting where the unlicensed person will be employed; and	15. Overview of specific types of drugs for certain patient/resident populations including: a. Mental illness or behavioral b. Cancer c. Pediatric patients d. Geriatric patients (Units #3-1 through #3-13)		Jean Howell	On line lectures, learning games, handouts, diagrams, discussion worksheets and location assignments. Each module also includes email option to on line RN, closed captioning and search features.
Exams				
Unit Test (ARSD 20:4804.01:14 – Tests are developed for each unit in curriculum, including a final test. A passing score of 85% is required on each unit test with an opportunity to retake each test one time. If a student fails on retake, additional instruction is required before further testing is allowed.	Administer Exam 1 (Covers Units #1 though #3-13)	30 min	Jean Howell	Passing score of 85% required; may retake exam once. Scores will be provided to RN instructor by EduCare. (*Individual RN primary instructors are expected to maintain the EduCare Enrolled Student Log form for their students.)*
Unit Test	Administer Exam 2(Covers Units #5 though #8)	12 min	Jean Howell	Passing score of 85% required; may retake exam once.
Unit Test	Administer Exam 3 (Covers Unit # 10-1 through # 14)	18 min	Jean Howell	Passing score of 85% required; may retake exam once.
Final Test	Administer Final Exam (Covers all units)	1 hour 30 min	Jean Howell	Passing score of 85% required; may retake exam once.
Clinical Lab				
4) Clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence. (ARSD 20:48:04.01:14 Faculty-to-student ratio cannot exceed 1:8 in clinical setting. A 1:1 ratio is required for skills performance evaluation.)	• Clinical/laboratory instruction provided with required RN faculty-to-student ratio of 1:8; • Skills performance evaluation completed by RN with required 1:1 faculty-to-student ratio.	4 hrs	*** ***Onsite Clinical RN Instructor(s) Name:*** Bonny Lester	Complete required Skills Performance Evaluation form for each student that passes tests. (additional checklists may also be completed as desired) EduCare provides the demonstrated Skill checklists to both the student for reference during the videos and the Supervising RN for use during discussions & Clinical labs.

Required hours: 16 classroom instruction + 4 laboratory instruction 20 hours		20 Hours		

SD BON Reviewer Use Only
Date Application received:_____ **Criteria Met:** __ **Yes** __ **No; reason denied:**_____
BON Staff Representative:_____

12-12- 2012

South Dakota Board of Nursing
Curriculum Content Application Form: *We Care Online*

This form provides onsite clinical RN primary instructors a guide on how to teach the content of the We Care Online curriculum. Complete column 4 on page 4*** with the name of RN responsible for teaching the 4-hour clinical lab portion of training. See bottom of page 4. Submit completed curriculum content form to BON with your completed Initial or Reapproval Application.

Name of Curriculum: We Care Online Medication Aide (revised to use *Mosby's Textbook for Medication Assistants*, Mosby: St. Louis, MO)

1. Curriculum Requirements Pursuant to ARSD 20:48:04.01:15	2. Content Outline	3. Time Frame	4. RN Instructor	5. Teaching Methodology Used May include: lecture, self-study, online, case study
1) General information relevant to the administration of medications, including: a. Governmental regulations related to the practice of nursing, the administration of medication, and the storage, administration, and recording of controlled substances; b. Ethical issues; c. Terminology, abbreviations, and symbols; d. Medication administration systems; e. Forms of medication; f. Procedures and routes of medication administration; g. Medication references available; h. The role of unlicensed assistance personnel in administering medications; i. The five rights of medication administration: right patient, right medication, right dose, right time, right route; and j. Infection control policies and procedures;	1. General information • Governmental regulations related to medication administration ○ SD Specific Legal Requirements WeCare course platform (blackboard) includes links to SD Board of Nursing (BON) delegation rules on medication administration SD Department of Health regulations related to medication administration, storage, role of UAP in administering meds, as well as links on abuse and neglect reporting. Below is from course syllabus (posted in the course) for Unit 1. 1. The Medication Aide and/or Medication Assistant a. Explain the role and range of functions for medication aides or assistants b. Identify what medication aides/assistants can and cannot do 2. Delegation a. Explain your role in the delegation process b. Explain how to accept or refuse a delegated task 3. Ethics and Laws/governmental regulations 4. Assisting with the Nursing Process 5. Basic body structure, systems and functions 6. Basic pharmacology 7. Life span considerations 8. Drug orders and prescriptions 9. Safety in Medication administration a. Six Rights i. Right Drug ii. Right Time	8 hours	Bonnie Henningson, RN	Sorrentino, S. & Remmert, L. (2009), *Mosby's Textbook for Medication Assistants*, Mosby: St. Louis, MO Self- study assigned reading of Mosby text (reading time is excluded). The rest of the coursework is completed online and students are given 3 weeks to finish the course. **Unit 1** includes assigned reading of Ch. 1-13 of Mosby's. Students must also respond to several discussion questions for each unit. Chapter topics for Unit 1 = 1: The Medication Assistant 2: Delegation Include 2 discussion questions on role of medication assistant. 3. Ethics and Law 4. Assisting with the Nursing Process 5. Body Structure & Function 6. Basic Pharmacology 7. Life Span Considerations 8. Drug Orders & prescription 9. Medication Safety 10. Oral, Sublingual, Buccal 11. Topical 12. Eye, Ear, Nose, Inhaled 13. Vaginal, Rectal Course includes links to PDR and

	iii. Right Route iv. Right dose v. Right person vi. Right documentation b. Preventing Infections 10. Oral medications (including sublingual and buccal) 11. Topical Drugs 12. Eye, Ear, Nose and Inhaled_Drugs 13. Vaginal and rectal drugs			other drug reference sites . We include discussion question specific to six rights of administration Slides included on infection control with discussion question specific to medication contamination. Discussion questions on Life span considerations based on site student will be working in.
Unit Test (ARSD 20:4804.01:14 – Tests are developed for each unit in curriculum; including a final test. A passing score of 85% is required on each unit test with an opportunity to retake each test one time. If a student fails on retake, additional instruction is required before further testing is allowed.	Administer unit 1 test Exam for Unit 1 consists of 119 questions (multiple choice) selected from the test bank for chapters 1-13 from the publisher.	1 hour	Bonnie Henningson, RN	Passing score of 85% is required; may retake test once. Grades are maintained including scores and dates of any attempt prior to attaining the required score. If student fails first attempt, student and facility contact are notified of need to retake (this is also posted in the course) and reminded of limit of 2 attempts.
2) An overview of the major categories of medications related to the body systems, including: a) Cardiovascular; b) Endocrine; c) Gastrointestinal; d) Integumentary; e) Musculoskeletal; f) Nervous; g) Reproductive; h) Respiratory; i) Sensory; j) Urinary; and k) Immune;	2. Overview of major categories of medications relating to body systems. WeCare Course includes an overview of the major categories of medications related to the body systems and human conditions or disorders including: a. Drugs affecting the Nervous System b. Drugs for Mental Health Disorders c. Drugs for Seizures d. Drugs for Pain e. Drugs to lower lipids & Treat hypertension f. Drugs for dysrhythmias g. Drugs for angina, PVD and Heart failure h. Drugs for Diuresis i. Drugs for Thromboembolic Diseases j. Drugs for Respiratory Diseases *Please note – we added a 3rd unit to break up the work more evenly over the 3 weeks allowed for completion.*	11 hours	Bonnie Henningson, RN	**Unit 2** Assigned reading from Mosby of chapters 14-25. Topics covered = 14.Drugs Affecting Nervous System 15. Drugs Used for Mental Health Disorders 16. Drugs used for Seizure Disorders 17. Drugs used to Manage Pain 18. Drugs used to Lower Lipids 19. Drugs Used to Treat Hypertension 20. Drugs Used to Treat Dysrhymias 21. Drugs Used to Treat Angina, PVD & Heart Failure 22. Drugs Used for Diuresis 23. Drugs Used to Treat Thrombo-embolic Diseases 24. Drugs Used to Treat Respiratory Diseases

	Unit 3 content covers these are from Mosby chapters listed = 26. Drugs for Nausea, Vomiting, Constipation & Diarrhea 27 Drugs used for Diabetes & Thyroid 28. Corticosteroids and Hormones 29 Drugs for Men and Women's health 30 Drugs for urinary system disorders 31 Drugs for Eye disorders 32 Drugs for Cancer 33 Drugs affecting muscles & joints 34 Drugs for infections 35. Nutrition & herbal/dietary supplements	**Unit 3 =** 6 hours	Bonnie Henningson, RN	25. Drugs used to Treat Gastro-Esophageal Reflux and PUD Slides, web site links with embedded video on most content topics plus 4 discussion questions on cardiovascular meds, drug review, and crushing meds. **Unit 3 =** Assigned reading Mosby Ch.26-35 Slides, web site links on most of these content topics plus 3 discussion question on gastrointestinal, urinary and use of antibiotics. Slides and links on Anti-neoplastic drugs, vitamins, minerals & herbs and antibiotics and antifungals, drugs for eye, ears and skin.
ReUnit Test (ARSD 20:4804.01:14 – see above)	Administer unit 2 test Exam for Unit 2 consists of 80 questions (multiple choice) selected from the test bank for chapters 14-25 from the publisher.	1 hour	Bonnie Henningson, RN	Passing score of 85% required; may retake test once. Grades are maintained including scores and dates of any attempt prior to attaining the required score. If student fails first attempt, student and facility contact are notified of need to retake (this is also posted in the course) and reminded of limit of 2 attempts.
3) Additional instruction shall include those categories of medications relevant to the health care setting where the unlicensed person will be employed; and	Note = Discussion questions on Life span considerations based on site student will be working at is in Unit 1.	Time included in unit 1	Bonnie Henningson, RN	Note = Discussion questions on Life span considerations based on site student will be working at is in Unit 1.
Unit Test (ARSD 20:4804.01:14 – see above)	Administer unit 3 test Exam for Unit 3 consists of 80 questions (multiple choice) selected from the test bank for chapters 26-35 from the publisher.	.75 hour	Bonnie Henningson, RN	Passing score of 85% required; may retake test once. Grades are maintained including scores and dates of any attempt prior to attaining the required score. If student fails first attempt, student and facility contact are notified of need to retake (this is also posted in the course) and reminded of limit of 2 attempts.
Unit Test (ARSD 20:4804.01:14 – see above)	Administer comprehensive final test The final exams consists of 85 questions (multiple choice) selected from the prior unit exams (so comprehensive of entire content).	.75 hours	Bonnie Henningson, RN	Passing score of 85% required; may retake test once. Final grades are sent from WeCare to the facility clinical RN who

				maintains the log of scores and clinical completion
4) Clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence. (ARSD 20:48:04.01:14. Faculty-to-student ratio cannot exceed 1:8 in clinical setting. A 1:1 ratio is required for skills performance evaluation.)	Clinical lab instruction provided by on-site instructor (1:8 instructor-to-student ratios). Skills performance evaluation/competency completed (1:1 instructor-to-student ratio required).	4 hrs. ***NOT part of WeCare***	******Facility RN approved by SD Board of Nursing:*** ***RN Name:*** Bonny Lester	Complete required Skills Performance Evaluation form for each student that passes tests. (additional checklists may also be completed as desired)
Required hours: 16 classroom instruction + 4 laboratory instruction **20 hours**	**WeCare Online course completion (excludes time reading assigned text and clinical time)**	**28.5**		

SD BON Reviewer Use Only

Date Application received: _____ Criteria Met: X Yes __ No; reason denied: _____

BON Staff Representative: _____

South Dakota Board of Nursing
Curriculum Content Application Form: *Nebraska Health Care Association (NHCA)*
Agency/Facility Name: Golden Prairie Manor

This form provides primary instructors a guide on how to teach the content of the NHCA curriculum with approximate time frames. Complete column 4 with the name of RN(s) responsible for teaching each content area. Submit completed form to BON with your Medication Administration Training Program Application.

Curriculum Requirements Pursuant to ARSD 20:48:04.01:15	Content Outline	Time Frame	RN Instructor	Teaching Methodology Used May include: lecture, self-study, online, case study
1) General information relevant to the administration of medications, including: a) Governmental regulations related to the practice of nursing, the administration of medication, and the storage, administration and recording of controlled substances; b) Ethical issues; c) Terminology, abbreviations and symbols; d) Mediation administration systems; e) Forms of medication; f) Procedures and routes of medication administration; g) Medication references available h) The role of unlicensed assistance personnel in administering medications i) The five rights of medication administration: right patient , right medication, right dose, right time, right route and j) Infection Control policies and procedures	1. General Information: • Governmental regulations related to medication administration o SD Specific Legal Requirements (Information in text specific to NE may be omitted). • Handling medications, reasons medications given • Ethical issues • Terminology and abbreviations • Medication storage and packaging • Controlled substances • Medication administration (MAR) systems • Forms of medication; basic pharmacology • Procedures and routes of medication administration (oral, SL, buccal, topical, eye, ear, nose, inhaled, vaginal, rectal) • Medication references – PDR Nurses Drug Handbook • Roles and responsibilities of medication assistants and nurses; • Five rights of medication administration : right patient, right medication, right dose, right time, right route • Infection Control	6.5 hrs	Bonny Lester RN	*Methodology*: lecture, power point, self-study, text and videos as desired. Videos from NHCA-LC library (as desired) Group discussion on text reading and flash cards (see appendix) *Required text:* Medication Adie Training Manual (NHCA-LC) General Information Section: • SD Specific Legal Requirements document (available at www.nursing.sd.gov) • Text units 1, 2, appendix forms, MAR, and reference list for resources • Videos from NHCA-LC library (as desired) • Group discussion on text reading • Flash cards (see appendix)
Unit Test (ARSD 20:4804.01:14 – Tests are developed for each unit in curriculum, including a final test. A passing score of 85% is required on each unit test with an opportunity to retake each test one time. If a student fails on retake, additional instruction is required before further testing is allowed.	Administer tests for units 1 and 2.	0.5 hr		Combine scores on Unit 1 and 2; minimum of 30 correct responses to obtain passing score of 85%, may retake exams once. (*RN primary instructors are expected to maintain the NEHA Student Log Form for their students.)*

2) An overview of the major categories of medications related to the body systems, including: a. Cardiovascular; b. Endocrine; c. Gastrointestinal; d. Integumentary; e. Musculoskeletal; f. Nervous; g. Reproductive h. Respiratory i. Sensory j. Urinary; and k. Immune	2. An overview of body structure, function, life span, all systems listed, mental health, seizure disorders, pain, hypertension, dysrhythmias, angina, PVD, heart failure, diuresis, thrombo-embolic diseases, nausea, vomiting, constipation, diarrhea, diabetes, thyroid disease, steroids, hormones, eye disorders, cancer, muscle and joints, infections, nutrition, dietary and herbal.	7.5 hrs	Bonny Lester RN	Text units: • 5 Musculoskeletal • 6 Integumentary • 7 Urinary **Administer test for units 5, 6, 7** • 8 Circulatory • 9 Respiratory • 10 Nervous system **Administer test for units 8, 9, 10** • 11 Digestive system • 12 Endocrine/reproductive • 13 Sensory system **Administer test for units 11, 12, 13**
Unit Test (ARSD 20:4804:01:14)	Administer tests as described in 5th column above: • Administer test for units 5, 6, 7 • Administer test for units 8, 9, 10 • Administer test for units 11, 12, 13	1.5 hr		• Combine scores on unit tests 5, 6, 7; minimum of 28 correct responses to obtain passing score of 85%, may retake once. • Combine scores on unit tests 8, 9, 10; minimum of 36 correct responses to obtain passing score of 85%, may retake once. • Combine scores on unit tests 11, 12, 13 minimum of 28 correct responses to obtain passing score of 85%, may retake once.
3) Additional instruction shall include those categories of medications relevant to the healthcare setting where the unlicensed person will be employed; and	3. Additional instruction may include those categories of medications relevant to the employed healthcare setting.			• Unit 14 PRN medications: vaginal route and rectal routes (all content in manuals on injectable routes and medications and medications administered via a tube should **NOT** be included as nurses may not delegate these functions in SD)
4) Clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence. (ARSD 20:48:04:01:14 Faculty-to-student ratio cannot exceed 1:8 in clinical setting. A 1:1 ratio is required for skills performance evaluation.)	• Clinical/laboratory instruction provided with required RN faculty-to-student ratio of 1:8; • Skills performance evaluation completed by RN with required 1:1 faculty-to-student ratio.	4 hrs		RN instructor completes required Skills Performance Evaluation form for each student that passes tests. (Additional checklists may also be completed as desired.)
Required hours: 16 classroom instruction + 4 laboratory instruction 20 hours				

SD BON Reviewer Use Only
Date Application received:_____ **Criteria Met:** ✓ **Yes** __ **No; reason denied:**_____
BON Staff Representative:_____

03-1- 2012

South Dakota Board of Nursing

Curriculum Content Application Form: *Mosby's Textbook for Medication Assistants*

(Sorrentino, S. & Remmert, L. (2009), Mosby's Textbook for Medication Assistants, Mosby: St. Louis, MO.)

Agency/Facility Name: Golden Prairie Manor

This form provides primary instructors a guide on how to teach the content of the Mosby curriculum with approximate time frames. Complete column 4 with the name of RN(s) responsible for teaching each content area. Submit completed form to BON with your Medication Administration Training Program Application.

Identify teaching method(s) you will use to teach content: ☑ **Lecture** ☑ **Self-study** ☐ **Other**_____

1.Curriculum Requirements Pursuant to ARSD 20:48:04.01:15	2. Content Outline	3. Time Frame	4. RN Instructor(s)	5. Teaching Methodology Used May include: lecture, self-study, online, case study
1) General information relevant to the administration of medications, including: a) Governmental regulations related to the practice of nursing, the administration of medication, and the storage, administration and recording of controlled substances; b) Ethical issues; c) Terminology, abbreviations and symbols; d) Mediation administration systems; e) Forms of medication; f) Procedures and routes of medication administration; g) Medication references available h) The role of unlicensed assistance personnel in administering medications i) The five rights of medication administration: right patient , right medication, right dose, right time, right route and j) Infection Control policies and procedures	1. General Information: • Governmental regulations related to medication administration ○ SD Specific Legal Requirements • Ethical issues • Terminology, abbreviations, and symbols • Medication administration systems; • Forms of medication; • Procedures and routes of medication administration • Medication references • Role of UAP in administering medications • Rights of medication administration; • Medication Safety & Infection control	7 hrs	Bonny Lester RN	Content from Chapters in text: 1: The Medication Assistant 2: Delegation 3: Ethics and Law 8: Drug Orders & Prescriptions 9: Medication Safety 6: Basic Pharmacology 9: Medication Safety 10: Oral, Sublingual, Buccal 11: Topical 12: Eye, Ear, Nose, Inhaled 13:Vaginal, Rectal
Unit Test (ARSD 20:4804.01:14 – Tests are developed for each unit in curriculum, including a final test. A passing score of 85% is required on each unit test with an opportunity to retake each test one time. If a student fails on retake, additional instruction is required before further testing is allowed.)	Administer unit 1 test	0.5 hr		Review questions provided in text may be used to develop test. Passing score of 85% required; may retake test once. *(RN primary instructors are expected to maintain the Mosby Student Log Form for their students.)*
2) An overview of the major categories of medications related to the body systems, including: a. Cardiovascular; b. Endocrine; c. Gastrointestinal; d. Integumentary; e. Musculoskeletal; f. Nervous; g. Reproductive h. Respiratory i. Sensory j. Urinary; and k. Immune	2. Overview of major categories of medications related to the body systems.	5.5 hrs		Content from Chapters in text: 5. Body Structure, Function 7. Life Span Considerations

Unit Test (ARSD 20:4804.01:14)	Administer unit 2 test	0.5 hr	Bonny Lester RN	Review questions provided in text may be used to develop test. Passing score of 85% required; may retake test once.
3) Additional instruction shall include those categories of medications relevant to the healthcare setting where the unlicensed person will be employed; and	3. Additional instruction may include those categories of medications relevant to the employee's healthcare setting.	2 hrs		Use applicable content from Chapters in text: 14. Nervous System 15. Mental Health (sensory) 16. Seizure disorders 17. Pain 18. Lower Lipids 19. Hypertension 20. Dysrhythmias 21. Angina, PVD, Heart Failure 22. Diuresis 23. Thrombo-embolic diseases 24. Respiratory diseases 25. Gastro-esophageal/ulcers 26. Nausea, vomiting, constipation, diarrhea 27. Diabetes, thyroid diseases 28. Steroids / hormones 29. Men's & women's health 30. Urinary system disorders 31. Eye disorders 32. Cancer 33. Muscles & joints 34. Infections 35. Nutrition / herbal dietary
Final Test (ARSD 20:4804.01:14)	Administer comprehensive final test	0.5 hr		Review questions provided in text may be used to develop test. Passing score of 85% required; may retake test once.
4) Clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence. (ARSD 20:48:04.01:14 Faculty-to-student ratio cannot exceed 1:8 in clinical setting. A 1:1 ratio is required for skills performance evaluation.)	• Clinical/laboratory instruction provided with required RN faculty-to-student ratio of 1:8; • Skills performance evaluation completed by RN with required 1:1 faculty-to-student ratio.	4 hrs		RN instructor completes required Skills Performance Evaluation form for each student that passes tests. (Additional checklists may also be completed as desired.)
Required hours: 16 classroom instruction + 4 laboratory instruction 20 hours		20 hrs		

SD BON Reviewer Use Only
Date Application received: _____ **Criteria Met:** X **Yes** __ **No; reason denied:** _____
BON Staff Representative: _____

03-1- 2012