

Medication Aide Training Program (MATP) Requirements

- A MATP must be no less than 20-hours: 16-hours theory and 4-hours clinical/lab.
- RN instructors must use a Board approved curriculum to teach the 16-hour theory portion of the course.
- Only approved RN or LPN instructors may teach the 4-hour clinical/lab portion of the course.
- An approved RN instructor must evaluate student competence using the Board's Clinical Skills Checklist.
- At a minimum, an RN must re-validate competency of the Medication Aide annually.

Primary RN Instructors, must ensure the following requirements are met:

1. The MATP has been **Approved** by the Board and is listed on the SDBON's website as an [Approved Program](#).
2. **All instructors** are licensed RNs or LPNs with a minimum of 2 years nursing experience.
 - An approved RN instructor teaches the 16-hour theory portion of the program;
 - An approved RN or LPN instructor teaches the 4-hour clinical/lab portion of the program.
 - Medication aides/UMAs are not allowed to assist with a MATP.
 - An approved RN instructor evaluates the competency of each student using the [Clinical Skills Checklist](#). Employers must maintain the completed checklist per facility policy. Additional agency specific checklists may be used.
3. An **Approved Curriculum(s)** is used to teach all content listed in the Content Guide, page 2:
 - Anderson, K. (2023). [Mosby's Textbook for Medication Assistants, 2nd Edition](#).
 - Available for purchase at: [Elsevier.com](#). A complimentary copy may be requested by a program instructor at: <https://evolve.elsevier.com/cs/>.
 - Optional Teaching Resources:
 - [Workbook for Mosby's Textbook for Medication Assistants, 2nd Edition](#)
 - [Delegation Decision-Making Algorithm](#)
 - [Avera Education & Staffing Solutions \(AESS\)](#) Curriculum is taught by an approved RN instructor. Includes 1 hour of clinical/lab instruction, the remaining 3 hours and the student skills validation must be taught at the practice site/facility by an approved RN instructor.
 - [EduCare](#) Curriculum is taught by an approved RN instructor. Does not include the 4-hour clinical/lab and validation of skills, this portion of program must be taught at the practice site/facility by an approved RN instructor.
 - Hartman Publishing, Inc (2021). [Hartman's Complete Guide for the Medication Aide](#).
 - [We Care Online](#) Curriculum is taught by an approved RN instructor. Does not include the 4-hour clinical/lab and validation of skills, this portion of program must be taught at the practice site/facility by an approved RN instructor.
 - [SD Community Mental Health Facilities Curriculum](#) is for use by approved [SD Department of Social Services](#) agencies. Email sduap@state.sd.us for more information.
4. **Tests** are administered for each unit of the curriculum. Instructors may use review questions from the Mosby textbook to guide the development of tests.
5. A **Final Exam** is administered with a minimum passing score of 85%. If a student fails, the student may retake once. If the student fails again, additional instruction is required.
 - Students who will be administering medications in a skilled nursing facility, assisted living center, or hospital must sit for the [SDBON Final exam](#) and must be registered by the Board as an Unlicensed Medication Aide (UMA). [CLICK HERE](#) for registration information.
 - Students who will be administering medications in other settings, will not be registered by the Board. The Primary RN instructor is responsible to develop and administer the Final Exam.
6. A **completion certificate** is awarded to successful students. A certificate template will be emailed to the primary RN instructor upon approval of a MATP.
7. The **Student Log Form** is completed, page 3. Employers must maintain the form on file per facility policy.



SOUTH DAKOTA BOARD OF NURSING

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Medication Aide Training Program **Curriculum Content Guide**

The approved Primary RN instructor is responsible to ensure all content is taught.

Curriculum Content Guide See: ARSD 20:48:04.01:15	Approximate Timeframe
Provide course instruction on general information relevant to the administration of medications, including: <ul style="list-style-type: none"> (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 nursing assistive personnel in administering medications; (i) The rights of medication administration: including the right patient, right medication, right dose, right time, right route, and right documentation; (j) Infection control policies and procedures; (k) Documentation; (l) Medication errors; (m) Safe medication storage and disposal; and (n) Circumstances to consult with or report to the delegating nurse, including the administration of an as-needed medication, a deviation from the delegated instruction of the nurse, or a concerning observation. 	7 hours
Administer Unit Test(s) – Use the Student Log Form to record scores.	1 hour
Provide instruction on an overview of the major categories of medications related to the body systems: Cardiovascular; Endocrine; Gastrointestinal; Integumentary and mucous membranes; Musculoskeletal; Nervous; Reproductive; Respiratory; Sensory; Urinary and Renal; and Immune.	5 hours
Provide additional course instruction on categories of medications relevant to the healthcare setting where the unlicensed person will be employed.	2 hours
Provide clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence. <ul style="list-style-type: none"> • An approved RN or LPN instructor is responsible to provide clinical/lab instruction. • An approved RN instructor is responsible to verify competency using the Board’s <i>Clinical Skills Checklist</i>. • Faculty-to-student ratio cannot exceed 1:8 in clinical setting. • A 1:1 ratio is required for skills performance evaluation. 	4 hours
Administer Final Exam – OR – Assist student to apply to take the SDBON Final Exam. <i>See page 1, step 5.</i>	1 hour
Minimum Total:	20 hours



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Medication Aide Training Program
Student Log Form

Name of program: _____

Enrolled Student Name	Unit 1 Test Score		Unit 2 Test Score		Final Exam Score		Skills Evaluation		Date Completed & Certificate Awarded	Date Failed & / Or Withdrew From Program & Reason
	1 st Attempt	2 nd Attempt	1 st Attempt	2 nd Attempt	1 st Attempt	2 nd Attempt	Pass	Fail		