

**TENNESSEE BOARD OF NURSING  
UNLICENSED PERSONNEL TASK FORCE  
227 FRENCH LANDING SUITE 300  
HERITAGE PLACE METROCENTER  
EMS CONFERENCE ROOM  
NASHVILLE, TN 37243**

**January 5, 2007**

**MINUTES**

Call to Order	Cheryl Stegbauer, Chairman, called the meeting to order at 1:00 p.m. on Friday, January 5, 2007.
Roll Call/Declaration of a Quorum	The executive director declared a quorum present.
Members Present	Cheryl Stegbauer, R.N., Chairman Robbie Bell, Director, HRB Terri Bowman, L.P.N. Board Member Judy Eads, Assistant Commissioner Laura Beth Brown, TNA President Elect Patti Scott, School Nurses Richard Russell, THCA
Staff Present	Elizabeth Lund, Executive Director Martha Barr, Assoc. Exec. Director Madeline Coleman, Nurse Consultant Ernie Sykes, Assistant General Counsel
Introductions	Those present introduced themselves.
Recognition and Welcome to Visitors	The task force welcomed the following guests: Wilhelmina Davis, TNA Lobbyist Gwen Hamer, TDMHDD Estie Harris, Lobbyist Laura Savage, THCA Deborah Heeney, THCA Gayla Sasser, TAHC Exec. Director Anne Carr, Lobbyist Sharon Adkins, TNA Exec. Director
History and Timeline	Ernie Sykes, Board Legal Counsel, will

Report of Data from Mental Retardation Services	forward an updated timeline to the members next week. Patti Scott shared an updated timeline for school health. New school guidelines are available as of yesterday. Patti will forward the web address to the group.
Summary Document	The chairman shared a copy of the letter Robbie Bell received from the Deputy Commissioner of Mental Retardation in response for a request for data. After review and discussion the group decided by consensus to not pursue a request for follow-up information at this time. The group agreed that the data pointed out a need for more oversight.
Nurse Aide Program	The group reviewed the summary document prepared by Ann Duncan.
Comparison of Three Models—Idaho, Oregon and Nebraska	Judy Eads explained the nurse aide program as it exists in Tennessee under Health Care Facilities and the Abuse Registry maintained under HCF.
Discussion of Proposed Legislation	<p>The group reviewed the document comparing three state medication aide models.</p> <p>The group reviewed a summary of proposed legislation shared by THCA, comparing it to NCSBN’s model law and rules and to the three models (ID, OR, NB). The staff will prepare a model medication aide/technician statute for the group to review incorporating the following agreed upon concepts:</p> <ul style="list-style-type: none"> <li>• Under authority of BON</li> <li>• Title: medication technician/aide</li> <li>• Qualification: CNA as baseline</li> <li>• Orders: may not take orders from a prescriber nor change an order</li> <li>• Controlled substances: study further</li> <li>• No gastric tube administration</li> <li>• Oversight: Describe specifically,</li> </ul>

delegation

- Meds must be unit dose
- Statute does not govern self administration or assistance with self administration
- Five Rights: may require more competence than can be expected of this level of personnel
- Otherwise agree with THCA summary model presented.
- Exemption vs. Exception: Phase out exemptions re to medication administration/resist further exemptions.

#### Recommendations

- Define delegation more comprehensively using the NCSBN model.
- Define self administration and assisting with self administration of medications.
- Consider the need for more clarity on the topic of assisting with self administration of medications in certain settings such as group homes and schools.

Next Meeting

Tuesday, January 30, 2007, 1-4 p.m.

Adjournment

5:05 p.m.

These minutes were ratified by the Unlicensed Personnel Task Force at its January 30, 2007 meeting.