Nursing in Community IDD Programs, Part II
RN Delegation

February 26, 2015
Mission of the Texas Board of Nursing

To protect and promote the welfare of the people of Texas by ensuring that each person holding a license as a nurse in the State of Texas is competent to practice safely.
Delegation Defined

A registered nurse authorizes an unlicensed person to perform tasks of nursing care in selected situations and indicates that authorization in writing.

Delegation is a process that includes the nursing assessment of a client in a specific situation, evaluation of the ability of the unlicensed persons, teaching the task, ensuring supervision of the unlicensed persons and re-evaluating the task at regular intervals.

Rule 225.4 (6)
Supervision Defined

A process of directing, guiding, and influencing the outcome of an individual's performance of an activity.
Assign Defined

Describes the distribution of work that each staff member is responsible for during a given shift or work period

- NCSBN
Training Defined
Independent Living Environment Defined

- Home
- Group Home
- Foster Home
- Assisted Living Facilities
- Adult Day Care Centers
- Day Habilitation Programs
- Schools

Rule 225.4 (9)
Delegation Decision-Making Process

Assessment

Evaluation

Planning

Supervision

Delegation
Administrator’s Role

• Build an infrastructure
• RN delegation rules
• RN scope of practice
• Collaborate
• Conflict resolution model
• Policies and procedures
• Staffing
• Competency verification system
RN’s Role

- Follow the laws and rules
- Task within your scope of practice
- Be accountable
- Follow policies and procedures
- Collaborate with administrators
- Carry out the delegation
- Develop the nursing care plan
LVN’s Role
UAP’s Role
Client’s Role
Delegation Decision-Making Process

Assessment

National Council of State Boards of Nursing 2002
3 Choices

• Delegate a task because it can safely performed by the UAP
• Not delegate a task because only a nurse can safely perform the task
• Task is a ADL or HMA that does not require delegation and can be exempted from delegation because the client or CRA can direct and supervise the UAP

Rule 225. 6 – 225.8
Activities of Daily Living

- Bathing
- Dressing
- Grooming
- Routine hair and skin care
- Meal preparation
- Feeding
- Exercising
- Toileting
- Transferring
- Ambulation
- Positioning
- Range of motion
- Assistance with self-administered medications

Rule 225.4 (1)
Health Maintenance Activities

- Oral medications
- Topical medications
- Insulin administration
- Medications thru a permanently placed feeding tube
- Bowel or bladder program
- Metered dose inhalers
- Nebulizer treatments

- Oxygen administration
- Noninvasive ventilation
- CPAP
- BiPAP
- Routine preventive skin care
- Care of Stage 1 pressure ulcer
- Feeding and irrigation thru a permanently placed feeding tube

*Rule 225.4 (8)*
DELEGATING

Criteria

assistant
school
help
career
manage
delegate
business
teaching
begin
personal
develop
time
structure
appoint
work
delegate
transfer
leader

tasks
strategy

jobs
meetings

coaching

authority
responsibility

powers
time
management

goals
functions
system
assign
entrust
5 Rights of Delegation

- Right Task
- Right Circumstance
- Right Person
- Right Direction
- Right Supervision

Rule 225.9(a)(4)
Right Task

Right Task

Right Circumstance

Right Person

Right Direction

Right Supervision

Rule 225.9(a)(4)
Right Circumstance

Right Task

Right Circumstance

Right Person

Right Direction

Right Supervision

Rule 225.9(a)(4)
Right Person

Right Task

Right Circumstance

Right Person

Right Direction

Right Supervision

Rule 225.9(a)(4)
Right Direction or Communication

- Right Task
- Right Circumstance
- Right Person
- Right Direction
- Right Supervision

Rule 225.9(a)(4)
Right Supervision

Right Task  Right Circumstance  Right Person

Right Direction  Right Supervision

Rule 225.9(a)(4)
Delegation Decision-Making Process

Planning

Assessment

National Council of State Boards of Nursing 2002
Planning for Delegation

- Qualifications
- Competency
- Knowledge
- Skills
- Training
- Policies & procedures
- Job descriptions
- Orientations
- Skill check-offs
Delegation Decision-Making Process

- Assessment
- Planning
- Delegation

National Council of State Boards of Nursing 2002
Delegation Instructions

- Priority of tasks
- Expected timelines
- Checkpoints
- Conditions to report
- Completion of tasks
- Your role
- Documentation

REMEMBER TO DELEGATE!
5 – Ws and H

• Who will perform the task?
• What task will be delegated?
• When should task be performed?
• Where will UAP perform task?
• Why is task being performed?
• How will the UAP perform the task?
Delegable Tasks

• ADLs or HMAs that require delegation
• Non-invasive and non sterile treatments
• Collecting, reporting and documenting certain data
• Reinforcement of health teaching provided by the RN
• Insertion of an I & O catheter
• Irrigation of indwelling tubes, i.e.: Foleys or g-tubes

Rule 225.10
More Delegable Tasks

- Ventilator care or tracheal care including the instillation of normal saline and suctioning with oxygen
- Care of broken skin with a low infection risk
- Sterile procedures involving a wound or an anatomical site that could become infected

Rule 225.10
More Delegable Tasks

- Administration of Medications:
  - Oral or via permanently placed feeding tube
  - Sublingual
  - Topical
  - Eye, ear and nose drops or sprays
  - Vaginal or rectal gels and suppositories
  - Unit dose inhalation prophylaxis/maintenance
  - O2 (routine)
  - Use of pill reminder container
  - Insulin

Rule 225.10
Use Of Pill Reminder Container

- Ensure the unit dose medication is from a properly dispensed Rx bottle and placed in the container by the RN or a mutually agreed upon person.
- Provide instructions about each medication.
- Emphasize the importance of communications between the UAP and the RN.
- Arrange supervisory visits to assure safe and effective nursing services.
- Documentation and acknowledgment of delegation process.

*Rule 225.11*
Administration of Insulin

- Availability of RN at all times
- Provide instruction
- Client specific delegation
- Limit the UAPs
- Supervisory visit schedule
- Additional supervisory visits
- Documentation

Rule 225.12
Emergency Measures

Does **NOT** require professional nursing judgment, clear policies & procedures, physician orders, client has received a diagnosis that requires:

- Glucagon injections for treatment of severe hypoglycemia in unconscious clients or clients who are unable to swallow oral glucose
- Epinephrine injections from a single-dose pre-filled automatic injection device for severe allergic anaphylactic reactions
- Diazepam rectal gel in a pre-filled syringe for episodes of increased seizure activity
- Nitroglycerin tablet(s) administered sublingually for the acute relief of an attack of angina pectoris
- Use of a hand held magnet to activate a vagus nerve stimulator to prevent or control seizure activity
- Metered dose inhalers or nebulizer treatments for the relief of acute respiratory symptoms
- Oxygen administration for the relief of acute respiratory symptoms

*Rules 224.6 (4) and 225.10 (13)*
Tasks Prohibited from Delegation

- Your assessment
- Formulation of a nursing care plan
- Implementation of parts of the nursing care plan
- Responsibility and accountability of health education
- Dose calculation
- Injectable medications [except insulin]
- Medications via a non-permanent tube
- Verbal and telephone orders
- Initial dose

Rule 225.13
Delegation Decision-Making Process

- Assessment
- Planning
- Delegation
- Supervision
Supervision Continued

- Vigilance
- Ensure competency
- Level and frequency of supervision
- Checkpoints
- Monitor UAP’s documentation
- Physically or telephonically present
- Timely intervention
Corrective Action Plans

- Prompt intervention and assistance
- Identify problem
- Develop a corrective action plan:
  - Education
  - Clarification
  - Return demonstration
  - New checkpoints
- Evaluate plan
Rescinding Delegation

• No longer able to supervise
• Client no longer requires task to be performed
• Client no longer in independent living environment
• Client’s condition changes
• UAP no longer willing and able
• No longer employed
• Documentation
Group Home Scenario

• Button style gastrostomy tube feeding via gravity at noon – 8 oz. of Jevity
• Physician orders and parent permission obtained
• Assessment performed and care plan developed
• Unlicensed person was willing and able; received training
• Unlicensed person re-delegated task to another unlicensed person and task was performed an hour early
Should the RN rescind her delegation to the unlicensed person?
Possible Solution

- Provide more instruction
- “Right Time”
- Re-delegation prohibited
- Train an alternate UAP
- Anticipate and plan for challenges
- Develop an alternate plan
Transferring Delegation

- Preferred method
- Review the:
  - Client’s condition
  - Teaching plan
  - UAP qualifications
  - Written instructions
  - Supervisory plan and schedule of visits
  - Next reassessment
- Update care plan with rational for transfer and effective date
- Sign documentation
Transferring Delegation in a Group Home Scenario

- 4 person group home
- RN hands in resignation and gave her employer a 30 day notice
- Delegation of insulin administration
- Comprehensive nursing assessment and delegation plan included in nursing service plan was up-to-date
- New RN hired and would orient for a week with resigning RN
Should the RNs consider transferring the delegation of insulin administration?
Possible Solution

Review:

- Assessment, nursing service plan and delegation documentation
- Client condition
- Verify UAP competency
- Update assessment, nursing service plan and delegation documentation
- Sign and date delegation form
RN with Supervisory Responsibilities

- Available in person or by phone
- Verify competency of UAP
- Understand supervisory responsibilities
- Intervene if UAP is not performing task competently
- Communicate with delegating RN or physician if UAP is not able to perform task competently
- Document your supervision
RN Supervising UAPs while Delegating RN is Off Duty Scenario

• RN supervising UAPs during the delegating RN’s two week vacation
• Off-duty RN delegated medication administration to one UAP for 4 individuals

What is the RN’s responsibility in supervising the UAP in this situation?
RN’s Supervisory Responsibilities

- Competency verification
- In person or by phone supervision
- Ready to intervene
- Ready to stabilize a condition
- Ready to prevent a complication
- Communicate back with delegating RN or physician
- Document your actions
Delegation Decision-Making Process

- Assessment
- Planning
- Delegation
- Supervision
- Evaluation

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Evaluation Continued

• Include your client or CRA in this step
• Provide feedback to UAP
• Encourage UAP to provide feedback to you
Evaluation Questions

• Do you and the client think the delegated task was performed correctly? Outcome achieved?
• Best possible outcome? Or just satisfactory? Or unsatisfactory?
• Should you rescind your delegation?
• Was communication timely?
• What went well? Did you encounter challenges?
• Do I need to reassess the client? Should the plan of care change?
• What did you learn?
• Did you document your evaluation?
Conflict Resolution

• Work to establish a “win – win” goal
• Listen
• Concentrate on understanding client
• Use factual statements
• Final decision is yours
• Education
• Dispute resolution model
Benefits of Delegation

• Maximizes nursing care
• Time management
• Prioritizes workload
• Focus on complex health conditions
• Cost saving
• Develops team of caregivers
• Increases job satisfaction
Keys to Effective Delegation

- Focus on safety first
- Education and training
- Competent and confident
- Clear, concise, correct and complete communication
- Communicate early and often
- Recognize team’s contribution
- Trust and respect
- Mentor
- Practice
Nursing Practice Department

Denise Benbow, MSN, RN
Denise.Benbow@bon.texas.gov

Kristin Benton, MSN, RN
Kristin.Benton@bon.texas.gov

Nicole Binkley, BSN, RN
Nicole.Binkley@bon.texas.gov

Bonnie Cone, MSN, RN
Bonnie.Cone@bon.texas.gov

Dr. Stacey Cropley, DNP, RN
Stacey.cropley@bon.texas.gov

Dr. Melinda Hester, RN, DNP
Melinda.Hester@bon.texas.gov

Linda Laws, MSN, RN
Linda.Laws@bon.texas.gov

Christina Stelly, RN, MSN
Christina.stelly@bon.texas.gov

Jackie Ballesteros
jackie.ballesteros@bon.texas.gov
Thank-you

What Questions Do You Have?