

I.V. Nurse Consultants Inc. (IVNC)

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IV Nurse Consultants

2018 IV Training Information

IV Therapy Certification and Refresher Programs

Proper administration of intravenous ("IV") drug therapy requires a highly trained nursing staff. IV Nurse Consultants is committed in providing a diverse and distinctive educational program that long term care professionals can utilize to advance their knowledge, meet re-licensure requirements, and enhance their overall educational needs. Upon request, our IV Nurse Consultants Team provides an education and certification program on IV therapy to assure proper staff training and compliance with regulatory requirements within the facilities.

**A JAMA study estimated that 106,000 hospital patients die and 2.2 million injured each year by adverse reactions to medications.*

The need for absolute accuracy in identifying, calculating, and administering drugs has always been a basis of safe health care. A number of years ago, after a series of articles by Chicago Tribune it was brought to light a growing and serious problem in America. The concern of safety due to medication and drug errors became part of the national consciousness.

The reports of medication errors shows that those responsible for providing care could be inadvertently placing their patients in life-threatening situations. Nurses are affected significantly, as their primary duties relate to drug calculation and administration of medication.

As the nursing shortage deepens and become more acute over the next ten years, greater pressures will be placed on nurses. It is expected there will be higher-to-patient ratios, longer hours, and mandated overtime to name a few of the impacts, nurses will experience. This shortage has contributed to the difficulty of health care institutions to train their staff to the extent they would prefer and that JCAHO suggests.

According to recent Online Survey, Certification and Reporting (OSCAR) data, over 30,000 nursing facility residents nationwide receive infusion therapy during their stay. Due to the lack of experience and training, many facilities continue to be ill equipped to handle IV's.

What are the most common errors associated with infusion therapy in the nursing facility setting? How can facilities help to prevent errors and provide education to staff that is necessary to deal with these complicated therapies and complications associated with IV therapy?

IV Nurse Consultants understands the importance of continuing education and the requirements to stay current with the changes that continually take place in IV therapy. We offer a wide variety of intravenous educational programs, including refresher, basic, advanced, in-services, and workshops. These programs have been designed to be directed towards the needs of the long-term care facilities and hospitals. They can be tailored to meet the needs of your individual facility.

Why choose IV Nurse Consultants for your training?

"We believe our employees are the key to our success. Intravenous Therapy has become a more diversified and complex science. It cannot be handled casually, but requires the precision and knowledge of an expert. The crucial elements in IV therapy are education, training, responsibility and accountability.

Our employees are top notch and are the best in the field in their expertise. Having many years of training, skill and experience servicing the community with pride and great accomplishments with their assigned tasks have the strongest stake in making sure, through staff training, our facilities are a success!"

In an ideal world, we would be able to hire people who already possess the exact skills we need. But in today's competitive labor market, demand for skilled workers far exceeds supply. That's where our training program comes in. Not only does instructional training arm you and your staff with needed professional or technical skills, but it also shows that you are invested in advancing the knowledge and skills that are needed in caring for your residents/patients. IVNC is interested in bringing to you and your staff the training and tools needed in keeping the knowledge and skills within the standards of practice. We want you and your staff to be motivated and involved as the practice of IV Therapy changes in the future.

1. **Our training is an investment.** The reason training is often considered optional at many companies and facilities are because it is thought of as an expense rather than an investment. While it's true that training has an upfront cost, we see it as a long-term investment in the growth and development of your company, facility and staff.
2. **Together, we will work to develop the training program that will meet your needs.** No one has unlimited time or funds to execute the perfect employee training program; so, together we can decide early what the focus of your training program will be. Together, we will determine which program and/or in-service will teach the skills which are most pertinent in addressing current or future needs. Our programs help to create the exception staff member in exceeding the best care for your residents/patients.
3. **At IV Nurses Consultants, we promote a culture of learning.** In today's fast-paced economy, if a company or facility isn't learning, it's going to fall behind. Companies and facilities learn as their staff learns. It is our expectations that all staff members should take the necessary steps to hone their skills and stay on top of their profession. We make sure that we support those efforts by providing the resources needed to accomplish this goal.
4. **IV Nurse Consultant's team is on board with your training.** We have developed a list of training topics that address key needs. Our IV team has rallied behind the initiative of advancing the knowledge and skills of your staff and keeping them current as IV Therapy standards change.

5. **We choose quality instructors and materials.** Who we select to conduct the training makes a major difference in the success of your efforts, whether the training is for a professional educator or a knowledgeable staff member. Having the right training materials is also important — after the training is over, these materials become valuable resources.
6. **At IV Nurses Consultants we have chosen the right space.** Our training location is conducive to learning. We have an environment that's quiet and roomy enough to spread out materials and we make sure the space is equipped with necessary technologies to present a visually stimulating training session. In meeting many companies and facilities needs, when traveling to our location creates a hardship on the company, facility or staff, we will travel to your location.
7. **We tailor the programs to meet your needs.** Often participants leave training programs disappointed with the feeling that the training they're receiving isn't relevant to their job. It's very important to IV Nurse Consultant's instructors, that we tailor each of our programs, knowing and understanding what the needs are and providing and meeting those training needs, so participants that come for our training do not view any of our programs or in-serves as a waste of valuable time. We see training as an important addition to your professional staff. That's why we award participants with completion certificates with Continuing Educational hours after the completion of our programs. These Continuing Educational hours help to meet the state requirements for the renewal of participants licensing.
8. **Our training is ongoing.** We don't limit training solely to new staff members. Our training programs are there to maintain all employees' skill levels, and continually motivate them to grow and improve professionally.
9. **We measure results.** Without measurable results, we cannot show the value gained from the training—our goal is to have an acceptable rate of return on this investment. IV Nurse Consultants takes pride in their ongoing research into the latest standards and equipment for training. Our participants are encouraged to participate within the program and ask questions. At the end of each program they are required to complete an evaluation of their training and the instructor that provided it. We learn from the information provided by our participants to grow and evaluate the effectiveness of our material and trainer.
10. **Our training is for YOU!** We value your feedback and are continually improving the training process. Please do not hesitate to let us know what went well during the training experience and where there are opportunities for betterment.

Basic Concepts & Technology in Intravenous Therapy (BCT-IV) - (8 CE hours)

Prerequisite: None (*Must have an interest in the healthcare field*)

Description: This program is an 8 hour course that is great for LPN's, RN's, EMT's and any other medical professionals who need to earn their certificate, enhance or refresh their skills. The training will be via in-depth lectures, utilizing PowerPoint presentation, handouts, discussion, as well as hands-on practice to ensure a complete learning experience and understanding of the delivery of IV therapy. Topics covered within the program include an overview of I.V. Therapy, venous and vascular anatomy and physiology, nursing management and patient assessment and actions related to routine care and maintenance, clinical considerations, fluid and electrolytes, types of uses of IV therapy, site selection, venipuncture procedure, tips, case studies designed to serve as a learning tool and the discussion of complications related to IV therapy, etc. There will be a variety of the latest equipment for hands on viewing.

In skillful hands, an intravenous catheterization procedure is quickly and easily performed with little pain or discomfort to the patient. This unique educational program is a great resource that fosters safe practice and can help reduce errors associated with these important skills. It adheres to INS standards of care. Completion of this program can result in a skill that will be of immeasurable benefit, over the years, to both patients and medical professional inserting the IV.

Participants will have the opportunity to practice on manikins to demonstrate a simulated insertion.

In order to obtain IV Certification, you will need to complete the contents of this program, reviewing handout material, IV Manikin practice, post-test and completion of an evaluation form. This course is a prerequisite for Advanced Concepts and Technology in IV Therapy.

A certificate is awarded after successful completion of program

Program Price: \$250 per person

Cost for recommended student manual: \$55.00 (price includes tax) or in-class rental: \$10

Advanced Concepts & Technology in IV Therapy (ACT-IV) (8 CE hours)

Prerequisite: Must have successfully completed a **BCT-IV course** to enroll in this course.

Description: This program is an 8-hour course that is designed to build on the Basic IV course and to enhance those professionals that have had some IV experience. This program utilizes an in-depth understanding of all types of catheters, types of patients and clinical indications through a PowerPoint presentation, lecture, active participant discussion, handouts, and hands-on practice.

Participants will become familiarize with the differences between Midlines, PICC's, Central Venous Catheters, Ports and P.A.S. Ports. They will learn the differences in the tip location and the types of infusion therapies that can be infused through each device. There will be a review of methods for performing care and maintenance on long term lines, flushing, syringe selection & PSI, dressing changes occlusion, catheter repair, blood sample collection, catheter removal and post insertion complications are explored thoroughly. Our Advanced IV Therapy Certification Training instructs participants to effectively deliver nursing care to patients on infusion therapies and gain confidence in their abilities.

Whether you are a new grad, first time with advanced lines or an LPN/RN with years of IV therapy experience, this program will explore central venous catheters, new technologies and standards of practice. Patient safety and positive outcomes depends upon a nurse's knowledge of catheter technology, routine nursing care, catheter management and complications. Participant will greatly benefit from this program.

In order to obtain IV Certification, you will need to complete the contents of this program, reviewing handout material, IV Manikin and/or participant practice of a dressing change, post-test and completion of an evaluation form.

A certificate is awarded after successful completion of program

Program Price: \$250 per person

Cost for recommended student manual: \$55.00 (price includes tax) or in-class rental: \$10

Basic/Advanced Concepts & Technology in IV Therapy (IVPRO) **(14 to 16 CE hours)**

Prerequisite: Must have an interest in the healthcare field to take the basic portion of this program and be an LPN, RN or physician to take the advanced portion.

Description: This program is a 14 to 16 hour program tailored to the individual group. Using the contents from the above two programs it is combined into one program and presented over an agreed amount of time period. An example of a 14 to 16 hour program is described below by condensing the above two 8 hour programs into a two day program. These objectives can be changed to meet the needs of the individual group and the time can be changed accordingly.

Basic Portion

1. Provide an Overview of IV therapy
2. Review IV Solutions & Categories; Identify Purposes, Complications and Prevention Protocol
3. Provide an overview of Patient Assessment, Implement 6 Rights of Medication Administration, Identify Types, Indications and Central Venous Catheters
4. Nursing Actions Related to Routine Care and Maintenance of an IV Line
5. Provide an Overview of the Venipuncture Procedure
6. Provide Overview of the Complications Associated with IV Therapy
7. Documentation of Procedure and Patient Response
8. Provide Hands-on Practice on Manikins

Advanced Portion

1. Provide an Overview of the Benefits of a Long Term Line vs. a Short Term Line
2. Provide an Overview of each of the Long Term Lines
3. Provide an Overview of Patient Assessment and Nursing Actions Related to Routine Care and Maintenance of a Long Term Line.
4. Provide an Overview of the Complications Associated with Long Term Lines
5. Provide Hands-on Practice of Accessing a Port-a-Cath on a Manikin
6. Provide a Return Demonstration, Hands-on Practice of a Dressing Change on Each Participant.
7. Documentation of Procedure and Patient Response

After reviewing the above information, if you would like any of the objectives changed, either added to or deleted, please do not hesitate to contact us at (888) 476-6298 for revision. We look forward to helping your staff's growth in their skills of patient care in IV Therapy.

In order to obtain IV Certification, you will need to complete the contents of this program, reviewing handout material, IV Manikin and/or participant practice of a dressing change, post-test and completion of an evaluation form.

A certificate is awarded after successful completion of program

Program Price: \$450 per person

Cost for recommended student manual: \$55.00 (price includes tax) or in-class rental: \$10

IV Refresher Course (IV-R) (4 CE hours)

Prerequisite: Must have completed a Basic IV Program

Description: This course is designed for RN's, and LPN's who have successfully completed a Basic IV Therapy course.

This is an excellent 4 hour refresher course, for experienced nurses who have already completed a basic IV competency course, but need to review the basics and focus on skills. It has been designed to instill a great sense of confidence in individuals who have not placed IVs recently or who may just desire more practice. Instructors utilize a variety of teaching tools including visual aids, handouts, and hands on practice with life-like manikin arms. This course presents the core skills needed for nurses to become recertified. It is designed to review guidelines and standards associated with the proper procedure for peripheral and central venous access devices. It includes a review of the circulatory system, IV fluids, and complications and covers a variety of venous access devices.

There is a discussion of the prevention of complications and monitoring the patient. The instructor will demonstrate the insertion of a peripheral IV line (PIV), flushing, Midline/PICC dressing change, securement devices, and needleless connector changes. The course is fast-paced, designed for review and with extra time allotted for skills demonstration by participants.

By successfully completing this program, learners acquire the additional rule-related information/knowledge required by the state of Washington and Oregon.

In order to obtain IV Recertification, you will need to have verification that you have completed a Basic IV Program, complete the contents of our refresher program, reviewing handout material, IV Manikin practice, and completing an evaluation form.

A certificate is awarded after successful completion of program

Program Price: \$125 per person

Cost for recommended student manual: \$55.00 (price includes tax) or in-class rental: \$10

Essentials of IV Therapy Workshop (IV-E) - (4 to 6 CE hours)

Prerequisite: Must have completed a Basic IV Program

Description: Designed for RN's, and LPN's who are interested in an IV review and hands on workshop.

The Essentials of IV Therapy is a 4 hour workshop designed to review the basics of IV skills. Learn from a vascular access specialist the “tips and tricks” to promote infection prevention and enhance patient safety and comfort related to vascular access. Participants will be empowered with knowledge for a safe, successful and compassionate IV practice.

Review:

1. Discuss Infusion Nurses Society (INS) standards
2. Discuss Ethical and Legal Implications
3. Discuss Continuing Education
4. Obtaining a Complete Physician's order,
5. The Different Types of Lines and Their Care and Maintenance
6. The Purposes of IV therapy
7. Review Vein Anatomy and Physiology
8. Review and Practice Starting a Peripheral IV
9. How to Improve Your Success
10. Picking Equipment You Will Need
11. Review and Discuss the Difference between RN's and LPN's
12. Review and Discuss Midline and PICC Dressing Changes
13. Questions and Answers about Midline and PICC's, and much more

A certificate is awarded after successful completion of program

Program Price: \$125 per person

Cost for recommended student manual: \$55.00 (price includes tax) or in-class rental: \$10

HIV/AIDs Program (HIV/AIDS) - (4 to 7 CE hours)

HIV-Human Immuno Virus

Prerequisite: None (*Must have an interest in the healthcare field*)

Description: This program is a 4 or 7 hour course that meets state and national requirements of HIV and AIDs training. This course is designed to give an understanding of bloodborne pathogens for people directly or indirectly exposed to bloodborne diseases such as Tuberculosis (TB), hepatitis, HIV, AIDS. Etc. It covers modes of transmission, Protective clothing, Equipment, Corrective actions to be taken in the event of spills or personal contamination with blood or body fluids. Immunization and other protection strategies are introduced. A post-test is required before certificate of completion is issued. Program meets OSHA requirements.

A certificate is awarded after successful completion of program

Program Price: \$125 per person (our facility)
(Supplies furnished by IVNC includes training equipment and handouts)

Facility Discount Price: Minimum charge of 6 participants \$100.00 each (our facility or yours)

For programs offered at your location for a group, there will be additional costs associated with travel and lodging expenses.

IN-SERVICES OFFERED		
<p>In-Services are based on an hourly rate not a student count. There is a minimum 1 hour charge, and the facility can host as many students up to 20 at one charge per hour. See costs below. (Continuing Educational Hours Are Now WA State Requirements)</p>		
IV-INS	<p>IV - In-service Each hour is tailored to meet the needs of the individual group. Multiple subjects can be scheduled on the same day. Individual topics are usually didactic or didactic with demonstration presented by instructor. Individual skills demonstration is not completed due to short time-frame of in-service. Advanced scheduling is necessary if skills demonstration is required.</p> <p>In-service fees are based on 'group rate' per hour up to 20 participants. Add \$15 per individual over 20. Depending on distance an additional cost may be charged for travel) (Supplies furnished by IVNC includes training equipment, practice manikins, and/or handouts)</p> <p>Examples of some of the in-services available: TPN, IV Pump, Port Access, Midline/PICC Maintenance Review, Basic IV Start Review, Dressing Changes, Site Selection, Central Line PICC, Positive Pressure Flushing, Possible Complications in Infusion, and Prevention of Patient Pulling Lines. A more in-depth description of the various in-services are listed.</p>	\$185.00

Descriptions of 1 to 2 Hour Inservices		
(Participants receive Continuing Educational Hours for actual hours of Inservice)		
CODE	TOPIC	DESCRIPTIONS
BBPNS	Bloodborne Pathogens / Needlestick Prevention	Needlestick and other sharps-related injuries may expose workers to bloodborne pathogens. In 2010, ANA commemorated the 10th anniversary of the Needlestick Safety and Prevention Act which improved protection against injuries that expose health care workers to potentially deadly bloodborne pathogens. Unfortunately, injuries are still occurring too often. This overview covers regulations related to needle safety and bloodborne pathogens, including strategies for compliance and safe handling of sharps.
CIV	Complications with IV Therapy	The goal of this program is to review the “Ten warning signals of complications” associated with I.V. Therapy. The steps to take in preventing complications and the treatment used when complications arise.
COM	Catheter Occlusion Management	Early recognition and prevention of catheter occlusion. Review various procedures and techniques for clearance of occlusions with and without the use of Thrombolytic Agents. <i>Cathflo/Activase (alteplase)</i>
DC	Dressing Changes	IV dressings run the entire spectrum from simple adhesive bandages to sterile, specialized, semipermeable membranes. Several types of acceptable dressing materials exist, and each has a specific use. Some controversy exists as to whether ointments should be incorporated under dressings, whether dressing changes require gloves, and what the intervals of change should be. On completing this program, we will have reviewed many of the dressings used and available on the market today. Instructor will demonstrate a dressing change, securement devices, needleless connector changes, flushing. If individual return demonstration by participants is required, the program should be scheduled for 3 to 4 hours.
ASMD	Guidelines for Administration of Selected Medication and Documentation	Overview of safe administration and monitoring of individual medications. <i>(Requested by pharmacy/facility)</i> Appropriate physician order and documentation of administration. Monitoring for adverse effects and/or complications related to the venous access device.
ICPC	Infection Control & Possible Complications in Infusion	The goal of this program is to review the “Ten warning signals of complications” associated with IV Therapy. Review signs and symptoms of catheter related infection, discussion of causes, steps in prevention, and strategies for management when complications do arise.
AAM	IV Antibiotics - Administration & Monitoring	Review the guidelines for proper administration of intravenous antibiotics. Review adverse effects and related complications. Discuss strategies for monitoring and prevention.
IVP	IV Pump	There are a variety of pumps used for IV infusion. This in-service will review guidelines for safely using an infusion pump, help the participants understand, program and trouble shoot the pump their facility is using. <i>(Either continues, piggyback, antibiotic and/or pain management)</i> Arrangements may be made, at the pharmacy and/or facilities request for the instructor to cover and demonstrate the use and programming of a specific infusion devices. <i>(If the instructor is provided with a copy of the device manual in advance.</i>
MPCMR	Midline/PICC Care & Maintenance Review	Review procedures related to the care and maintenance of Central Vascular Access Devices (CVAD). Discuss the difference between Midline and PICC's and the various types of Midline and PICC's . Monitoring parameters for central intravenous sites depends on the type of vascular access device used. Covers various types of vascular access devices that are available, their placement, care, maintenance, patient monitoring and OSHA standards.

		Instructor will demonstrate a dressing change, securement devices, needleless connector changes, flushing. If individual return demonstration by participants is required, the program should be scheduled for 3 to 4 hours.
MPR	Midline/PICC Removal	Review proper technique for removal of midline and PICC's with overview of complications and strategies for management prevention. Review post line removal with measurement and proper documentation. Instructor demonstration of site and line culturing.
PCP	Phlebotomy - Central and Peripheral	Review various types of vascular access. Discuss guideline procedures related to blood sampling from Central and Peripheral lines for laboratory testing and related complications. Instructor demonstration of syringe and Vacutainer method. If individual return demonstration by participants is required, the program should be scheduled for 3 to 4 hours.
PORT	Port Access - A Basic Overview (<i>Implanted Venous Access Devices - Access, Care & Maintenance</i>)	A Port-A-Cath is an implantable port device, which is positioned completely under the skin and inserted into the subclavian vein to avoid the need for repeated venipuncture or cannulation. It is used for certain patients, not all, who may require regular drug administration, such as chemotherapy and/or TPN often as an inpatient. This in-service discusses how port-a-cath's are inserted, difference between Port-a-caths and pass-ports, how it's used, care and maintenance, dressing changes, possible complications and what to watch for.
PPF	Positive Pressure Flushing	Flushing an IV is important in maintaining the patency of an IV line. Adequate flushing is the most important factor in preventing blood, fibrin, and drug precipitates from building up and causing occlusions. This in-service discusses the recommended push/pause flushing technique, rather than even syringe pressure, to create a turbulent flow. It covers how to maintain patency of intravenous lines between repeated therapeutic procedures. Heparin vs Saline advantages and disadvantages. What type of syringe and what PSI is recommended.
POSSC	Possible Complications in Infusion	Discuss complications of peripheral intravenous catheters in the hand and forearm. The most common sites for developing complications and how to prevent complications for developing. CONCLUSION: The hand is a common site for minor and major IV catheter complications. Women and older patients are more susceptible to these complications. Peripheral IV line complications are not uncommon and can result in morbidity and increased health care costs from prolonged hospitalization, extended use of IV antibiotic therapy, and surgical intervention.
PPPL	Prevention of Patient Pulling Lines	Discussion of various methods of securing a catheter to prevent lines from being accidentally pulled out by patient and/or staff. Discuss various ideas associated with preventing those patients who play with their lines and/or pull at them. Review the various equipment that will help stabilize and better secure the line and to help prevent lines from becoming dislodged, broken off or pulled out.
IVSS	Site Selection	Prior to the initiation of IV therapy, there are several nursing assessments and interventions that should take place. The site selected should provide the most appropriate access for the fluid and/or medication ordered, while taking into consideration the interest of the patient's physical comfort. This in-service gives a review of site selection and techniques. Discussion of site monitoring and how to deal with and care for infiltration and common complications of IV therapy.

SQ	Subcutaneous Hydration <i>Hypodermoclysis</i>	Hypodermoclysis is the infusion of fluids into the subcutaneous tissue. This technique may be used for isotonic fluid replacement and to administer narcotic analgesics. This review discusses the procedure in treating the elderly patients with dehydration and/or needing pain control management when other alternatives are not available. Review and discussion of indications, adverse effects and perspectives. Hypodermoclysis therapy is a safe and effective method to provide fluids and narcotic analgesic therapy in elderly patients that are mild and moderate dehydrated.
TPN	Total Parenteral Nutrition	Review guidelines for TPN administration, monitor patient, review possible complications associated with TPN infusion and prevention strategies. TPN is intravenously administered to a patient through a central venous access device. It is never administered through any other type of intravenous access. This means it cannot be administered through peripheral venous access devices such as a heparin lock, saline lock, or through a Midline. Instructor will reviews common additives, possible complications, common questions and answers a long with Do's and Don'ts guidelines for patient safety.

IV Nurse Consultants offers training throughout Washington depending on distance an additional cost may be charged for travel. If interested in training outside of Washington or Oregon please contact our training department for special travel arrangements

The Basic IV and Advanced programs are priced per student. These courses are from 6 to 25 hours in length depending on the program of choice. Additional topics may be added or courses customized to fit your needs. Please contact the training department for special pricing.

In-services we provide are based on \$185.00 per hour (up to 20 students). Most in-services are 1 hour, unless combined with more than one topic. Add \$15 per individual over 20.

If you do not see program or in-service topic that you would like, you may contact us with your requests and we will work to design the perfect program to meet your team's needs.

Your IV Nurse Consultants Team,

Susanne Suttich Doppke

Susanne Suttich Doppke, RN, BSA Phone (253) 925-318-4888

President / Owner

To schedule IV training:

Contact: Sarah Bell Rosenlund -or-
Susanne Suttich Doppke, RN, BSA

Phone: (888) 476-6298

Continuing Competency Program for Washington State

The Nursing Care Quality Assurance Commission adopted rules for an independent continuing competency program began in January 2011. Registered nurses and licensed practical nurses are required to keep documentation showing at least 531 hours of active practice and 45 clock hours of continuing education. The hours required started on their renewal date. As a registered nurse or licensed practical nurse, they had until their renewal date in 2014 to meet these requirements (three years).

The state will begin random audits in 2014. Nurses will not need to send in documentation unless they are selected by an audit. License renewals will continue to be annual; however, nurses must attest every three years to reflect they have met the requirements for both practice and continuing education.

If nurses renewal date was:	Continuing competency attestation will be due at time of renewal beginning:
January 2012	January 2014
February 2012	February 2014
March 2012	March 2014
April 2012	April 2014
May 2012	May 2014
June 2012	June 2014
July 2012	July 2014
August 2012	August 2014
September 2012	September 2014
October 2012	October 2014
November 2012	November 2014
December 2012	December 2014

Notice: Nurses will see the attestation on their renewal notice when their renewal cycle ends. It is the nurses' responsibility to inform the Nursing Care Quality Assurance Commission of any change in address, email, and telephone number, whether renewing or not.

Provided by:

<http://www.doh.wa.gov/LicensesPermitsandCertificates/NursingCommission/ContinuingCompetency.aspx>



IV Nurse Consultants Inc. provides the following information regarding the final ruling of Hippa on October 15, 2002.

Electronic Access: The full document is available electronically at the HHS Office for Civil Rights (OCR) Privacy Web site at <http://www.hhs.gov/ocr/hipaa/>, as well as at the web site of the Government.

Printing Office at: http://www.access.gpo.gov/su_docs/aces/aces140.html

HIPPA FINAL RULING AUGUST 2002, UPDATED OCTOBER 2002

Permitted Uses and Disclosures: A covered entity is permitted, but not required, to use and disclose protected health information, without an individual's authorization, for the following purposes or situations: (1) To the Individual (unless required for access or accounting of disclosures); (2) Treatment, Payment, and Health Care Operations; (3) Opportunity to Agree or Object; (4) Incident to an otherwise permitted use and disclosure; (5) Public Interest and Benefit Activities; and (6) Limited Data Set for the purposes of research, public health or health care operations.¹⁸ **Covered entities may rely on professional ethics and best judgments in deciding which of these permissive uses and disclosures to make.**

(1) To the Individual. A covered entity may disclose protected health information to the individual who is the subject of the information.

(2) Treatment, Payment, Health Care Operations. A covered entity may use and disclose protected health information for its own treatment, payment, and health care operations activities.¹⁹ A covered entity also may disclose protected health information for the treatment activities of any health care provider, the payment activities of another covered entity and of any health care provider, or the health care operations of another covered entity involving either quality or competency assurance activities or fraud and abuse detection and compliance activities, if both covered entities have or had a relationship with the individual and the protected health information pertains to the relationship. See additional guidance on [Treatment, Payment, & Health Care Operations](#).

Treatment is the provision, coordination, or management of health care and related services for an individual by one or more health care providers, including consultation between providers regarding a patient and referral of a patient by one provider to another.

Payment encompasses activities of a health plan to obtain premiums, determine or fulfill responsibilities for coverage and provision of benefits, and furnish or obtain reimbursement for health care delivered to an individual²¹ and activities of a health care provider to obtain payment or be reimbursed for the provision of health care to an individual.

Health care operations are any of the following activities: (a) quality assessment and improvement activities, including case management and care coordination; (b) competency assurance activities, including provider or health plan performance evaluation, credentialing, and accreditation; (c) conducting or arranging for medical reviews, audits, or legal services, including fraud and abuse detection and compliance programs; (d) specified insurance functions, such as underwriting, risk rating, and reinsuring risk; (e) business planning, development, management,

and administration; and (f) business management and general administrative activities of the entity, including but not limited to: de-identifying protected health information, creating a limited data set, and certain fundraising for the benefit of the covered entity.²²

Most uses and disclosures of psychotherapy notes for treatment, payment, and health care operations purposes require an authorization as described below.²³ Obtaining “consent” (written permission from individuals to use and disclose their protected health information for treatment, payment, and health care operations) is optional under the Privacy Rule for all covered entities.²⁴ The content of a consent form, and the process for obtaining consent, are at the discretion of the covered entity electing to seek consent.

(3) Uses and Disclosures with Opportunity to Agree or Object. Informal permission may be obtained by asking the individual outright, or by circumstances that clearly give the individual the opportunity to agree, acquiesce, or object. Where the individual is incapacitated, in an emergency situation, or not available, covered entities generally may make such uses and disclosures, if in the exercise of their professional judgment, the use or disclosure is determined to be in the best interests of the individual.

Facility Directories. It is a common practice in many health care facilities, such as hospitals, to maintain a directory of patient contact information. A covered health care provider may rely on an individual’s informal permission to list in its facility directory the individual’s name, general condition, religious affiliation, and location in the provider’s facility.²⁵ The provider may then disclose the individual’s condition and location in the facility to anyone asking for the individual by name, and also may disclose religious affiliation to clergy. Members of the clergy are not required to ask for the individual by name when inquiring about patient religious affiliation.

For Notification and Other Purposes. A covered entity also may rely on an individual’s informal permission to disclose to the individual’s family, relatives, or friends, or to other persons, whom the individual identifies, protected health information directly relevant to that person’s involvement in the individual’s care or payment for care.²⁶ This provision, for example, allows a pharmacist to dispense filled prescriptions to a person acting on behalf of the patient. Similarly, a covered entity may rely on an individual’s informal permission to use or disclose protected health information for the purpose of notifying (including identifying or locating) family members, personal representatives, or others responsible for the individual’s care of the individual’s location, general condition, or death. In addition, protected health information may be disclosed for notification purposes to public or private entities authorized by law or charter to assist in disaster relief efforts.

(4) Incidental Use and Disclosure. The Privacy Rule does not require that every risk of an incidental use or disclosure of protected health information be eliminated. A use or disclosure of this information that occurs as a result of, or as “incident to,” an otherwise permitted use or disclosure is permitted as long as the covered entity has adopted reasonable safeguards as required by the Privacy Rule, and the information being shared was limited to the “minimum necessary,” as required by the Privacy Rule.²⁷ See additional guidance on [Incidental Uses and Disclosures](#).