



## **Medication Administration Training – Next Steps**

The following is a brief overview of the steps VDSS advises providers in child day programs to follow.

**Step 1:** Determine whether or not your program will administer prescription medications.

- A document developed by the United States Department of Justice can assist providers in making a meaningful decision as to whether or not to administer prescription medications in their programs. For those programs that have made a decision NOT to administer medications to children as a general program service, the guidance provided in this document is crucial. All programs will find this resource invaluable as it answers many of the questions that you, your staff and parents might ask. To review the document, please visit the Web site at: <http://www.ada.gov/childq%26a.htm>.
- Activities controlled by religious organizations (actually run by religious entities such as, churches, mosques, or synagogues) are exempt from ADA requirements. However, for example, if a private child care program is operated out of a church, pays rent to the church, and has no other connection to the church, the program has to comply with ADA but the church does not. Religious exempt facilities that **receive any federal funding are subject** to Section 405 of the Rehabilitation Act of 1973 <http://users.aristotle.net/~hantley/hiedlegl/statutes/rehab73.htm>, which is very similar to the ADA requirements.
- If you have additional questions about ADA and/or the Rehabilitation Act, please seek legal counsel.

**Step 2:** Identify and select staff members who will be responsible for administering prescription medications in your program.

- To be eligible to attend a MAT training, the designated staff member must be at least 18 years of age, literate (able to read and write) in English, and have current certifications in cardiopulmonary resuscitation (CPR) and first aid.

**Step 3:** Find a MAT trainer in your area.

- Providers will be able to locate an *approved* MAT trainer, by visiting the MAT Web page at: <http://www.medhomeplus.org/MAT/index.php/findMATTrainer>.

**Step 4:** Update your program's policies to include the policies and procedures for administering prescription medications and provide all parents with the updated information.

**Step 5:** Provide your licensor/registrar with a copy of your updated medication policies.

**For more Information about the MAT Program:**

Visit the following Web page: <http://www.medhomeplus.org/MAT>.

**Questions about MAT:**

If you have a licensing-related question about MAT, MAT IS, PMAT or any other topic, or a question about implementing information learned in the MAT, MAT IS or PMAT class in your facility/home, please contact your licensing representative. **MAT teaches best practice**, which might differ from what is required or expected by your program regulation, guidelines, and/or policies and procedures.

If you have a question about MAT training, including the MAT curriculum content, MAT procedures/processes, MAT, MAT IS or PMAT classes, MAT recertification, MAT/PMAT training certificates, *approved* MAT trainers, etc., please contact Medical Home Plus (MHP) at: [MAT@medhomeplus.org](mailto:MAT@medhomeplus.org), or call Toll Free at: (877) 264-8366.