Medication Administration Paper Course Discontinuation Reminder and Train-the-Trainer Fall 2023 Schedule

ODP Announcement 23-075 Correction

AUDIENCE:

Medication Administration Trainers and Medication Administration Primary Contacts

PURPOSE:

To remind Medication Administration trainers that the 2004 paper course and the 2004 and 2013 manuals will be discontinued and no longer valid for use in training students after December 31, 2023.

To advertise the Train-the-Trainer Fall 2023 Virtual Face-to-face schedule.

DISCUSSION:

REMINDER! An updated Medication Administration Training Course curriculum was released in September 2022 which updated the online lessons and online examinations. In November 2022, it was announced that <u>the use of older versions of the training course would no longer be permitted after December 31, 2023.</u> We recommend to attempt the online course before this date as to offer the chance to reach out with any questions before the deadline.

Please be advised that use of the 2004 paper course, and the 2004 and 2013 manuals will not be permitted for new student candidates after December 31, 2023. All previous medication administration training course materials will be archived and will no longer be available. All current, valid course materials are available online. Providers who currently only provide the paper course must plan to operationalize the online course prior to December 31, 2023. **After December 31, 2023, unlicensed staff can only become qualified to administer medications by using the online Medication Administration Training Course.**

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Fall Face-to-Face Schedule October through December 2023

All Train-the-Trainer Face-to-Face Classes will continue to be virtual through December 31, 2023. Classes are posted for dates through December 31, 2023. Classes for New Trainers and Recertifying Trainers will be held separately. New Trainer classes are for first-time trainers designated as New Trainer and start at 8:30 AM. Recertifying Trainer Classes are available in the morning and in the afternoon according to the schedule below. Morning classes are designated as AM Recertification classes and will start at 8:30 AM. Afternoon classes are designated as PM Recertification classes and will start at 1:00 PM.

Day	Date	Type	Day	Date	Type
October			Thursday	11/09/2023	AM
Tuesday	10/03/2023	New	Tuesday	11/14/2023	New
Wednesday	10/04/2023	AM	Wednesday	11/15/2023	PM
Thursday	10/05/2023	New	Wednesday	11/29/2023	New
Wednesday	10/11/2023	New	Thursday	11/30/2023	New
Thursday	10/12/2023	New		*Date has been corrected	
Tuesday	10/24/2023	AM	**December**		
Wednesday	10/25/2023	New	Tuesday	12/05/2023	New
Thursday	10/26/2023	PM	Wednesday	12/06/2023	New
Tuesday	10/31/2023	AM	Thursday	12/07/2023	PM
			Tuesday	12/12/2023	New
			Wednesday	12/13/2023	AM
November			Thursday	12/14/2023	New
Thursday	11/02/2023	New	Tuesday	12/19/2023	AM
Wednesday	11/08/2023	New			

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The full details about the Face-to-Face class will be provided once you have successfully completed the post test exams and the Role of the Certified Trainer sections in the **Medication Administration Train-the-Trainer course (www.medadmin.myodp.org)**.

Instructions for accessing the Train-the-Trainer course in the new Medication Administration platform can be found in **ODP Announcement 22-091**.

In addition, if you have questions about start times, assignments, handouts, etc. please contact the Medication Administration Help Desk Portal: **www.mahelpdesk.com**.

*** Face-to-Face classes are available in a first-come first-served order once you have successfully completed your exams. There is a finite number of seats in each class and some classes will reach capacity.

**** We may cancel a class date if enrollment in that class is too low.

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