

Medication Administration Training (MAT) Overview



Giving Medication in a Child Care Program

All child care providers can give the following with written permission from the parent:

- Sunscreen
- Topically applied insect repellent
- Over-the-counter topical ointments (This includes ointments, creams, gels and lotions.)

If the package directions indicate to consult a doctor, you need written instruction from the child's health care provider before you can give it.

If the child needs medication other than what is listed above, you need to be approved to give medication. Part of the approval process is getting a Medication Administration Training (MAT) certificate.

OCFS Waiver for the Administration of Emergency Medications

Programs opting not to administer medication (other than sunscreen, topically applied insect repellent and over-the-counter topical ointments) may apply for a waiver allowing them to administer *emergency* medications to children in care *if the specific emergency condition arises*.

The waiver covers only these medications and conditions:

- epinephrine auto injector devices (EpiPen®) for severe allergic reaction (anaphylactic shock)
- inhalers and nebulizers for asthma

OCFS will approve the waiver when the provider agrees to its terms and signs and submits the waiver to his or her regional office licenser or registrar.

If emergency medication is the only medication the program will administer (other than over-the-counter topical ointments, sunscreen and insect repellent), the provider is *not required* to attend Medication Administration Training (MAT), but instead must show proof of Cardiopulmonary Resuscitation (CPR) certification within 60 days of the waiver approval. The provider also does *not* need to hire a health care consultant. However, completing the Medication Administration Training (MAT) and working with a health care consultant are strongly *recommended* by OCFS for programs that apply for the emergency medication waiver and will administer only emergency medication.

About the MAT Course

- The MAT course trains child day care providers to safely give medication to children in a child care setting. It's approved by the New York State Office of Children and Family Services (OCFS).
- In this course, you'll learn seven ways to give medication:
 - ♦ On the skin (topically)
 - ♦ By mouth (orally; includes topically applied in the mouth)
 - ♦ Inhaled (the child breathes it in through his nose or mouth)
 - ♦ By using medicated patches
 - ♦ By putting it in the ear
 - ♦ By putting it in the eye

- ♦ By using an auto-injector, like an EpiPen®, to give a shot of epinephrine
- You must pass a written test and the skills demonstrations to get a MAT certificate at the end of the course.

To pass the course you must be able to:

- Read and understand the information that comes with the medication in the language in which it is written. This includes medication labels, inserts and print-outs from the pharmacy.
- Read and understand the instructions from the parent and health care provider.
- Read and understand the parental permission forms.
- Write down that you have given the medication.
- Read, understand and be able to follow step-by-step instructions for the safe administration of medication.

Testing

You will be tested on the information included in the MAT handouts and video only. You can use all of the MAT handouts when you take the test.

Written Test

- The test is 60 multiple-choice questions.
- You must get an 80% or above to pass the test.
- If you don't pass the written test on your first try, you can take another test with different questions. If you don't pass the test on your second try, you will need to complete the full MAT course again.

Skills Demonstrations

You must show a trainer that you can:

- Match the **Five Rights** of safe medication administration. You can read about the **Five Rights** on Handout 2.1.
- Safely give medication by one of the routes listed here:
 - ♦ Orally (by mouth)
 - ♦ Topically (on the skin)
 - ♦ Inhaled into the mouth or nose
 - ♦ In the eye
 - ♦ In the ear
 - ♦ By applying a medicated patch

You will be tested on only one route, but you must be prepared to give medication by any route listed above, since you will not know until the testing time which route you'll be tested on. There is an example of this on the video to help you get ready.

- Correctly measure liquid medication using:
 - ♦ a medicine cup;
 - ♦ a dosing spoon; or
 - ♦ an oral medication syringe.



Handout 1.2

- Correctly administer epinephrine using an auto-injector.

An approved MAT trainer will watch you complete each of these skills. If you don't pass on your first try, you can try again. You may be tested on the same route again or on a different route.

If you don't pass on your second try, you must take the course again.



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