

# Department of Health and Human Services (DHHS)



## Division of Health Service Regulation (DHSR)

### Medication Aide – Adult Care *Employer Requirements*

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# Employer Requirements

Before allowing an individual to work as a Medication Aide in an Adult Care facility, the following activities must be completed:

1. Ensure they do not have a substantiated finding in the North Carolina Health Care Personnel Registry.
2. Complete the *Medication Aide Employment Verification Form*.
3. If an individual does not have a history of employment as a Medication Aide in an Adult Care facility, then they must complete the required training from the Adult Care Licensure Section.
4. A clinical skills validation, conducted by a Registered Nurse, is required before an individual performs medication administration tasks in an Adult Care facility.

# Employer Requirements

5. Review the North Carolina Medication Aide Registry for Adult Care Facilities to determine if an individual has successfully passed the Medication Aide examination.
6. If an individual is not listed in the Medication Aide Registry for Adult Care Facilities, then they must register and complete the Medication Aide examination in accordance with regulatory requirements.
7. Keep a record of accessing the above referenced registries in your business files (e.g., the date and confirmation number from the registry).