

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Licensing and Certification
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April 21, 2020

To: All Assisted Housing Facilities

Re: Blanket approval to waive 8-hr recertification requirement for CRMAs during COVID-19.

On March 15, 2020, Governor Janet T. Mills signed a *Proclamation of State of Civil Emergency to Further Protect Public Health* concerning the COVID-19 crisis. The Division of Licensing and Certification (“DLC”) recognizes that this crisis has strained staffing levels at AH/BH facilities.

To allow AH/BH facilities more flexibility in providing the required levels of care to their residents, **this letter constitutes DLC’s blanket waiver of the requirement to complete an 8-hour refresher course biennially**, as stated in 10-144 CH 113 Section 7.2.3. of the State Regulations Governing the Licensing and Functioning of Assisted Housing Programs:

7.2.3 Unlicensed assistive personnel. Unlicensed assistive personnel administering medications and/or treatments must successfully complete training approved by the Department. There shall be evidence available in the facility that such training has been successfully completed. Whenever the standards or guidelines of the medication administration course are substantially revised, unlicensed personnel must be re-certified within one (1) year of the revision, by a method approved by the Department. An additional exception will be made on a case-by-case basis for persons who only administer dietary supplements and/or minor medicated treatments, shampoos, lotions and creams that could be obtained over the counter without a physician’s order.

A person qualified to administer medications must be on site at the facility whenever a resident(s) have medications prescribed “as needed” (PRN) if this medication is not self-administered.

All unlicensed assistive personnel administering medications and/or treatments must complete a Department-approved eight (8) hour refresher course biennially for re-certification within two (2) years of the original certification. [Class III]

The effective date of this blanket waiver is March 1, 2020. This blanket waiver will end 60 days after Governor Mills declares the end of the current State of Emergency.

If your facility has already requested a waiver of 7.2.3 for this reason since March 1, 2020, please know that your request is **approved**.

Please note that approval of this waiver does not negate the Administrator’s responsibility to ensure that the individual administering medications within the facility is competent to do so and is following acceptable standards of practice for medication administration.

If you have any questions, please email them to DLRSinfo@Maine.gov .

Sincerely,

A handwritten signature in black ink that reads "Heather Hyatt, LSW". The signature is written in a cursive, flowing style.

Heather Hyatt, LSW Assisted Housing, Behavioral Health Program Manager

cc: Maine Long-Term Care Ombudsman Office