

## Section 6: Notice of Intent

- (9) Math for medication administration
  - (10) Accepted abbreviations
  - (11) Five Rights (Right Person, Right Medication, Right Dosage, Right Time, Right Method)
  - (12) Classroom medication administration demonstration
  - (13) Classroom return medication administration demonstration
- (b) Classroom Module 2 (eight contact hours)
- (1) Medical conditions
  - (2) Adverse behaviors
  - (3) Physician's orders
  - (4) Resident rights
  - (5) Managing difficult behaviors during medication administration including the refusal of medication
  - (6) Recognizing side effects and adverse drug reactions and appropriate follow-up to such
  - (7) Managing emergencies related to medication administration
- (c) Classroom Module 3 (eight contact hours)
- (1) Documentation of medication administration
  - (2) Proper storage and control of medication
  - (3) Proper disposal of medication
  - (4) Identifying, documenting and reporting medication errors
  - (5) Documentation of medication refusals and omissions
  - (6) Ensuring an adequate supply of medications
  - (7) Communicating with delegating R.N.
  - (8) Infection prevention and control
- (d) Practicum Module 1 (four contact hours)
- (1) Onsite medication administration demonstration
  - (2) Onsite return medication administration demonstration
- (e) Practicum Module 2 (four contact hours) – onsite observation of each participant performing two full medication administrations independently. These medication administrations shall include all medications at the primary administration time of the patient and shall reflect various route of administration.

The MAT elements pertain to the administration of oral, topical, and inhalant medication, as well as eye and ear drops, and medication patches.

The home health care agency shall maintain a copy of the documentation identifying each staff member's successful completion of the training program. This documentation shall be maintained on file throughout the staff member's employment and ten years post separation from employment.

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## CONNECTICUT STATE LIBRARY

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### Notice of Intent to Adopt Regulations

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In accordance with the provisions of section 4-168(a) of the Connecticut General Statutes, as amended, notice is hereby given that the State Librarian, pursuant to the authority of Connecticut General Statutes section 7-35ee, proposes to amend the Regulations of Connecticut State Agencies by adopting new sections 7-35ee-1

to 7-35ee-10, inclusive, concerning real property electronic recording in the office of the town clerk.

The purpose of the proposed regulation is to implement Chapter 92a of the Connecticut General Statutes, the Uniform Real Property Electronic Recording Act, so that town clerks may elect to accept electronic documents for recording on the land records. At present, town clerks accept paper documents for recording and they will continue to do so. Under this regulation, clerks may elect to accept electronic documents as well. Electronic recording refers to the delivery and return of an electronic document for the purpose of recording that document on the land records.

This regulation ensures that town clerks who accept electronic documents will do so in a manner that is consistent with national and statewide practices. It also ensures that the records and recordkeeping systems will be maintained properly and securely. The regulation addresses these matters through the following provisions:

1. Establishes technical standards for document models, data formats, and document formats that are consistent with those used in other jurisdictions throughout the country.
2. Establishes requirements for the electronic recording process, including the processing of documents, electronic signatures and notarizations, to ensure that these practices comply with existing state law and are consistent throughout the state.
3. Ensures that records will be transmitted and stored in a secure manner and managed according to established retention, preservation and disclosure requirements.
4. Requires an agreement between the town clerk and delivery agent to ensure that specific elements are addressed in a formal contract between these two parties.

A copy of the proposed regulation, small business impact statement, and agency fiscal estimate may be obtained online at <http://www.cslib.org/publicrecords/electronicfiling/> or upon request from the Office of the Public Records Administrator, Connecticut State Library, 231 Capitol Ave, Hartford CT 06106; phone: (860) 757-6540; email: [leann.power@ct.gov](mailto:leann.power@ct.gov).

Interested persons may submit comments, questions and concerns regarding this proposed regulation in writing within thirty days of the date of publication of this notice to LeAnn R. Power, Public Records Administrator, Connecticut State Library, 231 Capitol Avenue, Hartford CT 06106 or via email: [leann.power@ct.gov](mailto:leann.power@ct.gov).

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