

Information for Employers and Students

1. Potential QMAP students should be employed prior to registering for any QMAP classes.

Excerpt from Chapter XXIV paragraph 2.4

“Qualified medication administration staff member” or “QMAP” means a person who has passed the department’s competency evaluation and:

(A) Is trained and employed by a facility on a full or part-time basis to provide direct care service including medication administration to the facility’s residents

2. Facilities must continue on the job training for all QMAPs

Excerpt from Chapter XXIV paragraph 4.3 (A)

“Facility operators and administrators shall document each unlicensed person’s satisfactory completion of on-the-job training and passage of the competency evaluation in his or her permanent personnel file “

3. Students should not work the overnight shift before attending the QMAP class and should not work overnight before testing. This puts a strain on their ability to learn and test well.
4. Students must read, write and speak and understand English. Interpreters are not allowed
5. Student should have basic math skills
6. Students must provide photo identification at the class
7. Employers must conduct a criminal background check prior to allowing medication administration by the QMAP employee.

Re-Qualification Guidelines

1. QMAP’s must re-qualify every five years by successfully passing the written test and hands on practicum
2. Qualified medication managers must re-test every 4 years.
3. Because both of these student types have previous experience they have the option of taking the "exams only", with employer permission
4. If an “exams only” or “retest” student fails any part of the testing they must attend the entire course and pay an additional fee.
5. All students are required to pass the written exam (minimum 85%) and pass the hands on practicum (100%).