Board of Nursing
Requirements for Worksite
Monitors and Supervisors

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Worksite Monitor Requirements

- Found in Nurse Practice Act Division 70 (OAR 851-070-0075)
- Read before agreeing to serve.
- Important aspect of public safety.
This Presentation

• Define requirements of worksite monitor.
• Review paperwork required
• Describes behaviors monitors should be aware of.
• Frequently asked questions.
Board of Nursing

• Assure public safety through the regulation of safe nursing practice.
• Ensure impaired nurse adheres to return to work agreement.
• Watch for signs of impairment while practicing.
Types of Monitored Practice

1. Board-Ordered Probation.
   • Public discipline.
   • All license types.
   • Listed on website and in newsletter.
   • Reported to national practitioner database.

2. Alternative-to-discipline program: Health Professionals’ Services Program (HPSP).
   • Not discipline.
   • Confidential--not listed anywhere if successfully completed.
   • Only for LPNs and RNs.
Who Can Be A Monitor?

• For impairment—any healthcare licensee can be a monitor.

• For practice issues, monitor must be:
  • A nurse for RNs and LPNs.
  • A physician is allowed for advanced practice nurses.

• Monitors must be approved by the Board.
Who Can Be A Monitor?

• Licensees work under their own licenses, not the license of their monitors.
• Every licensee is responsible for her/his own practice.
• LPN monitoring RN:
  • RN still supervises practice of LPN, but LPN observes RN for adherence to monitoring agreement.
• Non-nurse monitoring a nurse:
  • Observes nurse for adherence to monitoring agreement.
  • Normal organizational hierarchy applies.
Worksite Restrictions

• Restrictions listed in Board Order or the Return to Work.
• Based on type of impairment, work environment, length of time being monitored.
• Can include:
  • No floating to another unit.
  • Restricted access to controlled substances.
  • Minimum number of work hours per week.
Who Needs to Know?

• In addition to the worksite supervisor and monitor, other people may need to know about a licensee being monitored.
  • Staffing office.
  • Off-shift supervisor.
  • Human Resources.
• Anyone who is informed of the monitored practice must maintain the confidentiality of the information.
Being a Worksite Monitor

A worksite monitor:
• Is a professional activity
• Requires education to accept the assignment.
• Requires understanding of the Nurse Practice Act.
Worksite Monitor Requirements

- Must be a licensed nurse or healthcare professional approved by the Board.
- Worksite monitor may also be the nurse’s supervisor.
- Must complete worksite monitor education.
- Must sign the worksite monitor agreement.
Forms and Reports

• Worksite Monitor Agreement (HPSP)
Forms and Reports

• Initial Supervisory Agreement for Probation.
Examples

• Example of a direct observation plan for supervisory agreement:
  • “The nurse will not be assigned to a unit where he is passing medications. He will have a CMA assigned to his unit. He will not have access to narcotics at any time. He will work day or evenings only, with three other nurses at all times.”
  • “Narcotic counts are done twice per day – before patient care and after patient care is complete. Chart audits will be performed on this individual by preceptor daily and by nurse manager weekly. This nurse will be with preceptor for a minimum of one month. Random chart audits by nurse manager and pharmacy consultant after the individual completes the probationary period.”
Worksite Monitor Role

• Why is the worksite monitor so important?
  • Eyes and ears in the workplace to ensure licensee is safe to provide patient care.
  • Conduct routine observation of licensee’s performance.
Forms and Reports

• Monthly Report for HPSP.
Forms and Reports

• Employer Quarterly Evaluation Report
Report Comment Examples

• “Currently addressing issues with communication skills and peer interactions. Currently coaching nurse. Reminder for chart completion and needs to ask for help from peers when needed.”

• “Patient care is kind and caring, yet professional and thorough. She brings matters, questions or suggestions to management thoughtfully and seeks to improve.”

• “Then nurse has been talked to about her scanning percentages being below standards. She has also been coached on her attendance.”

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Direct Observation

- Definition: A licensee working in the presence of another licensed healthcare professional who is aware of the need for monitoring and is:
  - Working in the same physical location,
  - Is readily available to observe a person’s practice and provide assistance, and
  - Meets the standard for monitor education.
Be Alert to Behaviors

- Worksite monitor’s responsibility to watch for signs and behaviors of potential problems.
- Look for patterns.
- Warning signs generally fall into six areas:
  - Time and attendance
  - Physical appearance
  - Cognitive performance
  - Behavioral observations
  - Job performance
  - Other workplace observations
Warning Signs of Impairment

1. Time and Attendance
   • Excessive use of sick days.
   • Absence without notification or leaving early.
   • Coming into work on days off.
   • Volunteers to work overtime.

2. Physical Appearance
   • Sweating, nausea or vomiting
   • Unsteady gait/balance or tremors
   • Dilated or constricted pupils, bloodshot eyes
   • Changes in weight
   • Long sleeves, even in warm weather
   • Disheveled appearance/overall changes in dress
Warning Signs of Impairment

3. Cognitive Performance
   • Lack of concentration or focus
   • Poor memory
   • Mistakes due to inattention, poor judgement or decisions.

4. Behaviors
   • Mood swings or inappropriate anger
   • Social isolation
   • Hyperactive or sedated
   • Frequent breaks
   • Slurred speech, sleeping on the job
   • Problems with coworkers
Warning Signs of Impairment

5. Job Performance
   • Overall quality of work declines
   • Cannot meet deadlines or complete work
   • Increase in patient complaints
   • Incomplete or inaccurate documentation

6. Workplace Observations
   • Excessive amounts of wasted narcotics or not following policy.
   • Incorrect narcotic counts
   • Always using the maximum amount of pain medication
   • Patients complain of not receiving pain medication.
   • Packaging appears altered
Next Steps

- Document warning signs to recognize patterns. Use your agency forms or processes to keep track of written observations.
- Talk to monitored nurse about observed behaviors.
- Inform the HPSP or probation monitor of any concerning behavior or patterns of poor performance. Do not wait until the next report is due.
Next Steps

• If the nurse is clearly impaired, pull her/him out of the unit immediately and request a urinalysis. If the monitor is not the manager, inform the manager immediately. Notify the HPSP or probation monitor as soon as possible.

• Know your organization’s workplace impairment policy.

• Be aware of any applicable collective bargaining agreement clauses. Involve Human Resources.
Next Steps

• If the situation leads to the nurse’s firing, report directly to the Board of Nursing.
• Monitoring is a two-way street. The HPSP agreement monitor or the Board probation monitor may contact worksite monitors if there are concerns about relapse or positive urinalyses.
Next Steps

• Remember: Impairment relates to legal and prescription drugs as well as illicit drug use. This includes alcohol and marijuana.

• HPSP and probation are both abstinence-based programs. Alcohol and marijuana use is prohibited.
Post Test

- Complete as per the instructions.
- You only need to take the test once to be authorized as a worksite supervisor/monitor.
- You must be listed on the Board roster as a worksite supervisor/monitor before being allowed to work in that capacity.
More Information

• Oregon State Board of Nursing website: www.oregon.gov/OSBN.

• Features:
  • Frequently asked questions.
  • Licensee and worksite monitor agreement forms.
  • Descriptions of HPSP and probation.
  • Resources for licensees and employers.