

**State of New Hampshire**  
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
DIVISION OF HEALTH PROFESSIONS



**Board of Nursing**  
121 South Fruit Street, Suite 102 Concord, N.H. 03301-2412  
Telephone 603-271-2323 · Fax 603-271-6605



**DIRECTIONS:**

To facilitate the reporting process pursuant to Nur 604.05 (d), please complete and return this form to the Board office. Please complete as indicated.

**I. PROGRAM DEMOGRAPHICS**

|                             |  |
|-----------------------------|--|
| <b>PROGRAM: AGENCY</b>      |  |
| <b>PROGRAM COORDINATOR:</b> |  |
| <b>TELEPHONE NUMBER:</b>    |  |
| <b>FAX NUMBER:</b>          |  |
| <b>E-MAIL ADDRESS:</b>      |  |

**PARTICIPATION DATA:**

| <b>STATISTICS FOR CURRENT YEAR</b>                |  |
|---|--|
| <b>TOTAL NUMBER RECEIVED</b>                      |  |
| <b>TOTAL NUMBER ACCEPTED</b>                      |  |
| <b>TOTAL NUMBER ENROLLED</b>                      |  |
| <b>TOTAL NUMBER COMPLETED</b>                     |  |
| <b>TOTAL NUMBER EXTENDING</b>                     |  |
| <b>TOTAL NUMBER OF COURSES COMPLETED ANNUALLY</b> |  |

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### PROGRAM EVALUATION

Please summarize pertinent program evaluative comments.

### PROGRAM CHANGES

Please summarize any changes you plan to make to your program.

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### COURSE INSTRUCTORS

| NAME | CREDENTIALS | EMPLOYMENT STATUS  |
|------|-------------|--|
|      |             | <input type="checkbox"/> FULL-TIME<br><input type="checkbox"/> ADJUNCT |
|      |             | <input type="checkbox"/> FULL-TIME<br><input type="checkbox"/> ADJUNCT |
|      |             | <input type="checkbox"/> FULL-TIME<br><input type="checkbox"/> ADJUNCT |
|      |             | FULL-TIME<br>ADJUNCT   |
|      |             | FULL-TIME<br>ADJUNCT   |
|      |             | FULL-TIME<br>ADJUNCT   |

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### COOPERATING AGENCIES

| AGENCY | LOCATION                 |
|--------|--------------------------|
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |
|        | IN STATE<br>OUT OF STATE |

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### **V. Nur Required Data:**

Meet Requirements described in State of New Hampshire Rules. Provide description/documentation of how meet these rules specific to LPN IV Therapy Course:

Nur 604.03 (a), (b) and (c)

Nur 604. (a) The purpose of the course shall be clearly written and reflect the sponsoring institution's beliefs regarding:

- (1) Care-recipients;
- (2) Care-providers;
- (3) Characteristics of that care;
- (4) The environments within which that care is provided; and
- (5) The education needed to provide intravenous therapy as a nursing intervention.

(b) The expected outcomes of the course and participants' behaviors shall be clearly stated in the course outline.

(c) An organizational chart shall demonstrate the authoritative and cooperative relationships between the sponsoring institution and cooperating agency(s).

04

Nur 604.05 (a)-(c)

Nur 604.05 Intravenous Therapy Course Provider Qualifications.

(a) The course shall only be offered by a sponsoring institution licensed under RSA 151, or a New Hampshire educational institution, or board approved distance education program that has the financial resources and personnel to conduct such a course.

(b) The sponsoring institution shall retain a course coordinator who shall have the responsibility for the course's administration.

(c) The course coordinator shall:

- (1) Hold a current and unencumbered registered nurse license in New Hampshire, a current and unencumbered multi-state RN license issued by a compact state, or shall hold a current active RN license to practice that is not encumbered and meet requirements in the jurisdiction where the program is approved;
- (2) Meet the requirements of Nur 602.07(c) (1);
- (3) Document at least 3 years of registered nurse experience in a management or supervisory position, including experience in the education role;

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- (4) Assist with developing, implementing and oversight of the budget;
- (5) Plan, implement, and evaluate the course;
- (6) Hire, supervise and evaluate qualified instructors;
- (7) Secure adequate facilities and material resources to support the course; and
- (8) Determine course policies related to:
  - a. Student admission;
  - b. Retention;
  - c. Testing and grading;
  - d. Student dismissal from the course; and
  - e. Successful completion criteria.

(d) The course coordinator shall complete and submit annually the NH Board of Nursing Form “LPN IV Therapy Program Annual Report” as amended 12- 2014.

Nur 604.06(a)-(c)

Nur 604.06 Instruction.

(a) Instructors shall participate in:

- (1) Classroom and clinical teaching;
- (2) Student evaluation;
- (3) Course implementation and evaluation; and
- (4) Development of course policies and other course activities as assigned.

(b) Instructors shall meet the following criteria:

- (1) Faculty, preceptors, or others employed by, or who are agents of the LPN intravenous course program and who are in contact with patients shall hold a current and active license to practice nursing that is not encumbered and meets requirements in New Hampshire where the students and patients are located;
- (2) Faculty who teach didactic courses, or who have oversight of students or preceptors but do not provide care for patients, shall hold a current and active license to practice nursing that is not encumbered and meet requirements in the home state/jurisdiction where the LPN intravenous course is approved; and

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(3) All faculty, regardless of function in the program shall document at least 3 years of clinical registered nurse experience, at least one year of which shall be providing intravenous therapy.

(c) Instructors shall not teach more than 4 students during a clinical experience.

Nur 604.07 (a)-(d)

Nur 604.07 Curriculum.

- (a) The curriculum of the LPN IV therapy course shall include knowledge, skills and abilities necessary for the scope and standards of competent nursing practice expected at the level of licensure. The LPN IV therapy course provided by nursing faculty shall meet the same requirements, rigor and quality of the board approved pre-licensure nursing programs.
- (b) The curriculum shall prepare the LPN to:
- (1) Initiate intravenous therapy and administer crystalloid intravenous fluids;
  - (2) Initiate, monitor and regulate the prescribed flow rate of solutions required by (1) above;
  - (3) Maintain the intravenous site;
  - (4) Replace solutions required by (1) above;
  - (5) Discontinue intravenous devices in accordance with institutional policy;
  - (6) Add medications and nutrients to intravenous fluids in accordance with (1) above and institutional policy;
  - (7) Add medications and nutrients to fluids previously mixed by a registered pharmacist or the pharmaceutical manufacturer in accordance with institutional policy;
  - (8) Flush intermittent devices with physiological saline or a heparin solution; and
  - (9) Administer medications by concentration, manual administration or intermittent infusion; and
  - (10) Access CVAD per institutional policy.
- (c) Participants shall not be instructed in administration of or administer the following:
- (1) Fluids used in research, or oncology therapy;
  - (2) Blood or blood products;
  - (3) Hyperalimentation solutions, colloids and lipids; and
  - (4) Intravenous therapy to clients who weigh less than 32 kilograms.

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(d) Intravenous therapy course content shall include:

- (1) A minimum of 30 hours of theoretical content and laboratory practice pertinent to intravenous therapy;
- (2) Review of the law and rules pertinent to nursing in New Hampshire, and the policies and procedures of the cooperating agency where clinical instruction occurs;
- (3) Review of anatomy and physiology particularly as it relates to the transport system, fluid replacement and intravenous therapy;
- (4) Information pertinent to the relationship between intravenous therapy and human regulatory functions, as well as the clinical manifestations resulting from fluid and electrolyte imbalance and pathological disturbances;
- (5) Principles of infection control and aseptic procedures;
- (6) Use of equipment and methods for assessing and correcting equipment malfunctions;
  - (7) Review of principles related to the compatibility and incompatibility of drugs and solutions;
- (8) Calculations pertinent to the administration of intravenous fluids and drugs;
  - (9) Maintenance, monitoring, and discontinuance of intravenous treatment systems;
  - (10) Care of the patient experiencing local or systemic adverse complications resulting from intravenous therapy; and
  - (11) Care of the high risk patient.

### **VI. VERIFYING SIGNATURES:**

**A. PROGRAM COORDINATOR:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_