




Controlled Acts and the Developmental Services Sector

Presentation to the Community Network of Specialized Care.




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Role of the Community Nurse

Role of the community Nurse Consultant is to provide support for the Transfer Payment Agencies in the Ottawa area who support individuals with developmental disabilities:


- Advocacy for health services
- Consultant on health practices
- Teaching theory for controlled acts and acts of daily living
- Liaison with the health care sector





A little history

- The Community Nurse Consultant position is funded by the Ministry of Community and Social Services, and managed by the Ottawa Rotary Home.
- The RN Advisory Committee meets quarterly to oversee the Community Nurse Consultant.
- The RN Advisory Committee has been engaged in talks with the College of Nurses and other provincial bodies over the past year in order to resolve the question of controlled acts in group homes and how they should be addressed
- From this, the Ottawa DS Controlled Act Training Program was created. We are currently in pilot phase in Ottawa, Ontario.
- We also have a provincial pilot site at Montage Support Services in Toronto, Ontario.



Goals of the presentation

- This presentation will examine the answers to the following questions:
 - What is a controlled act?
 - What controlled acts can be done in residential group homes legally?
 - Can controlled acts be taught to DSWs?
 - What is the difference between delegation and teaching?
 - Who hold liability?
 - What are the solutions?



What is a Controlled Act?

- Controlled acts are defined as acts that could cause harm if performed by those who do not have the knowledge, skill and judgment to perform them.
- Regulated health professionals are authorized to perform controlled acts as outlined in the Regulated Health Professions Act, 1991 (RHPA)
- Quality Assurance Measures from MCSS indicate that each agency has to comply to the RHPA.

Controlled Acts are set by the Health Professions Regulatory Advisory Council and outlined in the RHPA

Controlled Acts are mandated by the provincial government



Controlled Acts Cont.

There are 13 controlled acts listed in section 27, subsection 2 of the RHPA. The acts that are authorized to the nursing profession is what we often see in our group homes :

- Performing a prescribed procedure below the dermis (skin) or a mucous membrane;
- Administering a substance by injection or inhalation;
- Putting an instrument, hand or finger:
 - beyond the external ear canal;
 - beyond the point in the nasal passages where they normally narrow;
 - beyond the larynx;
 - beyond the opening of the urethra;
 - beyond the labia majora;
 - beyond the anal verge; or
 - into an artificial opening into the body



Exemptions under the RHPA

- The RHPA outlines certain exemptions in section 29
- Persons may perform controlled acts if they are delegated or done in the course of
 - Rendering first aid
 - Fulfilling the requirements of becoming a member of a health profession
 - Treating a member of one's own household
 - **Assisting a person with his or her routine activities of living** and the act is set out in paragraph 5 or 6 of subsection 27 (2)



Routine Acts of Living

- Acts of daily living (ADL) are controlled acts that are performed as part of a well established routine with predictable outcomes.
- Must be prescribed and outlined by a qualified professional
- A controlled act remains controlled even when it is considered an Act of Daily Living. The Act of Daily Living title only releases the controlled act from the need to be delegated.
- Even though delegation is not required ADL must still be taught by a professional that is authorized to perform the controlled act



Teaching vs. Delegation

- The terms teaching and delegation are often used interchangeable by nurses but they are very different
- A true delegation is something that should take place as a last resort and is for a limited period of time
- Delegation is a transfer of authority to perform the act and the nurse holds liability for the actions of the UCP
- Teaching is required for controlled acts that do not require delegation such as acts of daily living. Liability is transferred to the person performing the act.
- Both teaching and delegation require a monitoring component but the requirements for monitoring are different



Examples

Teaching (if ADL)

- Catheterization
- Inhaler
- Enemas
- Suppositories
- Injections

Delegation

- Cleansing and dressing an open wound
- BG monitoring**
- Insulin sliding scale**

*Medication administration including G-Tube is NOT a controlled act and can be legally performed by a DSW. It is a BEST PRACTICE that agencies should put a policy in place that medication administration must be taught



Case Study 1

- John has cerebral palsy as well a developmental disability. He currently lives in a residential group home. John is diagnosed with chronic constipation and is prescribed a Bisacodyl Suppository every 3 days. As he is unable to do the procedure himself, a DSW does it for him. He tolerates the procedure well and is effective in relieving his constipation. The prescription has recently been renewed by his physician.
- What is the controlled act in this case?
- Can this controlled act be taught as an act of daily living?



Case Study 2

- Sonia is 28 year old female who has a developmental disability. She is non-verbal, and needs help with most of her daily activities. She is supported in a group home setting. Before that, she has lived in an institution since the age of 2. Overall, Sandra is in good physical health, and only has three prescriptions, one being for an enema as needed to treat occasional constipation. Sandra has regular bowel movements and has not needed an enema in over one year.
- What is the controlled act in this case?
- Can this controlled act be taught as an act of daily living?



Case Study 3

- Bruce is a 47 year old male with a developmental disability. He resides in a group home setting. Bruce has recently been diagnosed with urinary retention of unknown etiology. At first, an indwelling catheter was inserted however Bruce pulled it out, causing significant trauma. He his now prescribed an intermittent catheter four times a day. CCAC is now involved, and a nurse is coming in to provide care in the home. However, they would like to teach staff to take over this care.
- What is the controlled act in this case?
- Can this controlled act be taught as an act of daily living?



Before a DSW Performs an Exempted Acts

- Procedure must be routine and set out by a health professional
- Client must be stable and outcome predictable
- The DSW must be competent, current and comfortable with the act and have the necessary background knowledge
- The DSW must receive instruction on the act that is client specific
- The agency must determine DSW competency
- A process for monitoring continuing competency must be put in place
- Agencies should have policies in place. It is the agency's responsibility to ensure the DSW is taught by the appropriate professional



Liability

- The policies and procedures that will be provided will outline the responsibility of the agency, the staff member and the nurse teaching.
- Once a nurse teaches an act of daily living and signs off that a DSW is competent to perform the act, the agency and that staff member hold all liability. This is why the monitoring program is so important.



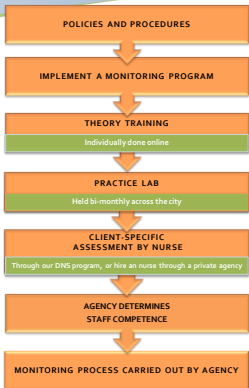
What are the solutions?

- An education program providing certification to perform controlled acts in residential group homes.
- This program is lead by a Registered Nurse in collaboration which each agency.
- To develop province accepted best practice guidelines for this sector.
- A transferable certification to reduce cost to agencies.



THE OTTAWA DS CONTROLLED ACT TRAINING PROGRAM

Our program has 7 key components that meet QAM, the RHPA and the CNO best practice guidelines.



First Steps

- First off, identify the number of controlled acts in your organisation.
- In Ottawa, consult with the CNC for training.
- Across the province, speak with your Health Care Facilitator for support.
- For more information, please visit our website:
www.ottawadscommunitynurse.ca



Questions? Need More Information?

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