

**CERTIFICATION OF EMERGENCY RULES
FILED WITH THE
LEGISLATIVE SERVICES AGENCY
OTHNI LATHRAM, DIRECTOR**

Pursuant to Code of Alabama 1975, §§41 22 5(b) and 41 22 6(c)(2)a. and b.

I certify that the attached emergency new rule is a correct copy as promulgated and adopted on Wednesday, October 8, 2025.

AGENCY NAME:	Alabama Department of Mental Health, Mental Health and Substance Abuse Services
RULE NO. AND TITLE:	580-2-20-.14 Nurse Delegation Program
EXPIRATION DATE OF RULE:	Thursday, February 5, 2026
NATURE OF EMERGENCY:	New Rule
STATUTORY AUTHORITY:	Code of Ala. 1975, §22-50-11
SUBJECT OF RULE TO BE ADOPTED ON A PERMANENT BASIS:	Yes
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Signature of officer authorized
to promulgate and adopt rules and
regulations or his or her deputy

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OCT 8, 2025
LEGISLATIVE SVC AGENCY

The Alabama Department of Mental Health (ADMH), Nurse Delegation Program (NDP), governs and regulates the certification competency and practice requirements for MAC Workers in the provision of medication administration including assisting with other delegated nursing tasks for individuals and recipients served in certified, ADMH community programs and facilities.

(1) DEFINITIONS:

(a) Agency: An ADMH certified provider facility or site offering ADMH regulated community services or supports to people living with mental illnesses, and/or substance use disorders.

(b) Alabama Board of Nursing (ABN): A State government agency responsible for the regulation of the nursing practice. ABN directs and controls the administration of medications.

(c) Medication Assistance Certified Worker (MAC): An unlicensed, direct care mental health worker authorized to perform basic strategies in assisting with the medication administration process under the supervision of a Medication Assistance Supervisor (MAS).

(d) Medication Assistance Supervisor (MAS): An (ABN) licensed Registered Nurse (RN) or Licensed Practical Nurse (LPN) employed or contracted by an ADMH certified facility or community program and authorized to supervise and delegate nursing tasks including medication assistance to Medication Assistance Certified (MAC) workers in ADMH certified community programs and facilities.

(e) Nurse Delegation Program (NDP): An ADMH governing entity established to provide oversight, compliance regulation, and training for certified ADMH community providers' MAS nurses and MAC workers administering medication in a residential setting for individuals and recipients receiving ADMH programmatic services and supports.

(2) ADMH Nurse Delegation Program (NDP) shall meet the following and programs certified by ADMH shall develop, maintain and document implementation of the following requirements:

(a) The ADMH NDP applies only to programs certified by ADMH.

(b) The ADMH NDP incorporates state laws related to medication, health, safety, and provision of care for people served through ADMH.

(c) The goals of the ADMH NDP are as follows:

1. Provide safe and accurate assistance with medication administration.

2. Provide safe and effective nursing care to persons served in ADMH Community Programs.

(d) The ADMH NDP follows regulations set forth by ABN, ADMH Service Divisions (Mental Health/Substance Use Division), Alabama Board of Pharmacy (ABP), Alabama Department of Public Health (ADPH), Alabama Department of Human Resources (DHR), Centers for Disease Control (CDC), Food and Drug Administration (FDA), Medicaid Standards, and the Occupational Safety and Health Administration (OSHA).

(e) Regulations in the ABN Alabama Nurse Practice Act allows Medication Assistance Supervising Nurses to train, delegate to, and supervise non-nursing personnel in ADMH residential, day, and other community programs.

1. The RN/LPN shall be accountable and responsible for the delegation of selected nursing situations to unlicensed individuals (ABN Administrative Code § 610-X-6-.03[6]).

2. The RN/LPN, who provides care in residential community mental health programs certified by ADMH, is accountable and responsible for the nursing care delivered to patients in those settings (ABN Administrative Code § 610-X-7-.06[1]).

3. The RN/LPN, who provides nursing care in the residential community mental health setting and community extensions including day habilitative programs, may delegate specific limited tasks to designated unlicensed personnel (ABN Administrative Code § 610-X-7-.06[2]).

4. The RN is accountable for determining the tasks that may be safely performed by the unlicensed assistive personnel in residential community mental health settings following appropriate training and demonstration of competency (ABN Administrative Code § 610-X-7-.06[3]).

(f) MAC certification shall meet the following minimum prerequisites:

1. A high school diploma/GED, or

2. No high school diploma or GED successful completion of the MAC Competency Exam.

3. The successful completion of the six (6) MAC 1 e-learning modules as evidenced by certificates/transcript of completion for each module and verified by the MAS Nurse.

4. The successful completion of the MAC II Training Program which consists of a minimum of eight (8) hours of face-to-face MAS Nurse contact (may extend hours if needed) with the MAC candidate allowing time to determine competency.

5. Successful evaluation of skills competency (for all nursing tasks delegated using Skills Checklist-NDP 13) by a MAS Nurse.

6. Decision by a MAS Nurse to sign the delegation form with the MAC Worker.

(g) MAS Nurses and MAC Workers shall possess a current certificate to maintain compliance with the NDP and ADMH Certification.

1. All training certificates have a 90-day grace period to renew after the expiration date on the certificate.

2. Recertification is required every two (2) years via a certificate issued from the four (4) hour MAC Update. Recertification will include the following areas of review:

(i) Review of agency policies and procedures related to NDP.

(ii) Review of documentation on the Medication Administration Record.

(iii) Recognition of medication errors and appropriate reporting.

(iv) Review of any specialized equipment used at the agency.

(v) Review of any emergency situations and the medication used at the agency.

(h) MAC Worker Competency Exam shall meet the following requirements:

1. ADMH has created a MAC Worker Competency Exam for the purpose of substituting for the GED/High School Diploma to assist providers with recruitment.

2. MAC Worker applicants who are utilizing the exam in lieu of the high school diploma /GED requirement shall pass the MAC Worker Competency Exam prior to obtaining Medication Assistance Certification I (MAC I) eligibility.

3. The MAC Worker Competency Exam is divided into several components and will assess the following skills:

(i) The learners' ability to tell time.

(ii) The learners' knowledge of math.

(iii) The learners' knowledge of the medical environment and safety hazards.

(iv) The learners' knowledge of English and Grammar.

(v) The learners' ability to understand what they read.

(vi) The learners' ability to understand scenarios and make decisions.

4. The MAC Worker Competency Exam comprises the following:

(i) MAC Workers are allotted two (2) hours to complete the 40-question exam.

(ii) MAC Workers are allowed three (3) attempts to successfully complete the exam.

(iii) The pass rate is 80% or 32/40 correctly answered questions.

(iv) The exam is proctored (in-person or via web monitoring).

(i) MAC I Curriculum and Exam shall meet the following requirements:

1. The MAC 1 Curriculum contains six (6) courses requiring a 90% final exam score per course for successful completion. The NDP's MAC I course is as follows:

(i) Nurse Delegation Program: Describes the role played by ADMH, the basic functions of nurses, the basic requirements, responsibilities, and rights of MAC workers, and lists important guidelines of the NDP.

(ii) Principles for Working with Persons with Mental Disorders and/or Substance Use Disorders: States the purpose of the Health Insurance Portability and Accountability Act (HIPAA); identifies breaches of confidentiality; demonstrates People First Language; and several examples of required agency policy.

(iii) Mental and Physical Disorders: Describes common medications taken by persons with Mental Illness (MI) an/or Substance Use (SU); and gives a general description and states multiple facts about MI and/or SU.

(iv) Health Status Observations: Assesses how the candidate will be able to recognize and identify changes in mental status, changes in physical status, behavioral changes, physical signs of spasticity and contractures, and concerns related to a person's sexual activity as well as identifying health issues.

(v) First Aid, Infection Control, and Principles of Assisting with Medications: Describes important guidelines that must be followed when assisting with medication administration; the Seven (7) Rights of assisting with medication administration; describes the three (3) main types of medication effects; describes recognizing a medication error and the appropriate response; and describes the understanding of First Aid and Infection Control.

(vi) Medication Assistance Guidelines: States the procedural steps of assisting with prescribed oral, crushed, eye, ear, nose, topical, and inhalant medications.

2. The MAC Worker has five (5) attempts to pass each module.

3. The provider agency is responsible for ensuring testing credibility.

4. The successful completion of MAC I allows an individual employed with any agency certified by ADMH to advance to the MAC II Course.

(j) MAC II Curriculum and Exam shall include the following requirements:

1. Only a licensed MAS Nurse (RN/LPN) can teach MAC II and verify that a Direct Care Worker is competent to work as a MAC Worker.

2. Once MAC I is completed within an agency, the MAC II Course must be completed within 90 days.

3. Once MAC II training begins, it must be completed within 60 days. The minimum of eight (8) hours of required MAC II training may be broken into blocks of time equaling eight (8) hours according to agency need and MAS Nurse availability/preference.

4. The MAC II Curriculum comprises the following components:

(i) Review of agency policies and procedures related to NDP.

(ii) Review of standardized NDP Forms.

(iii) Review of MAC I e-learning modules.

(iv) Review of the MAS-MAC Connection.

(v) Review of the Principles of First Aid.

(vi) Review of the Principles of Infection Control.

(vii) Documenting appropriately on the MAR and controlled count sheets.

(viii) Recognizing and reporting medication errors.

(ix) Recognizing emergencies and responding appropriately.

5. MAC Workers must exhibit satisfactory performance of all tasks to be delegated as listed on the Skills Competency Check List (NDP #13 Form).

6. The MAS Nurse makes the final decision to delegate based on overall performance conducted by MAC Workers during the MAC II Curriculum.

7. Successful completion of the MAC II Curriculum, exam, and the Skills Competency Check List serves as the final confirmation for certification for MAC Workers.

(k) Required Training.

1. The Alabama Board of Nursing standards (ABN Administrative Code §610-X-7-.06) allows ADMH to train Medication Assistance (MAS) nurses to delegate to trained direct care workers called Medication Assistance Certified (MAC) Workers.

2. ADMH shall train licensed nurses by the ADMH approved nurse delegation programs (NDP and MAS).

3. The licensed RN/LPN shall provide and document annual evaluation and monitoring of the unlicensed mental health worker performing the delegated tasks utilizing the following qualitative metrics:

(i) Competency

(ii) Documentation

(iii) Error reporting

(iv) Identification of the Seven (7) Rights of assisting with medication

(v) Professionalism

(vi) Reliability

(vii) Respect

4. All MAC training must be documented on the MAC Worker Training Record (NDP #11 Form) and maintained as long as the MAC Worker is an active employee or for five (5) years. Additionally, the MAC file shall contain the following:

(i) Six (6) certificates obtained from the MAC I Curriculum (or Relias transcript)

(ii) Certificate of completion of the MAC II Curriculum

(iii) Skills/Competency Checklist

(iv) Delegation Form signed by the MAC and MAS nurse(s)

(v) Annual Supervision Form

(vi) The four (4) hour Recertification Certificate including a reviewed Skills Check/Competency Check List, and an additional Annual Supervision Form.

(vii) NDP 21 Medication Error Retraining Form (used to retrain when MAC has a medication error other than a documentation error.

(1) Scope of Practice

1. The MAC Workers serve as extenders, not replacements, of licensed nursing professionals.

2. All skilled tasks must be completed by a licensed RN/LPN and documented accordingly.

3. A MAS Nurse must verify competency prior to delegating any task to an unlicensed worker.

4. It is unlawful for a non-nursing person to perform nursing tasks without a supervising MAS nurse.

5. Specific tasks that require independent nursing judgment or intervention by a licensed RN/LPN shall not be delegated to a MAC Worker and include the following:

(i) Catheterization, clean or sterile (exception includes a condom, catheter, or pure wick)

(ii) Administration of injectable medications, except for pre-measured emergency injectable medication or anaphylaxis such as the Epi-pen.

(iii) Calculation of medication dosages other than measuring a prescribed amount of liquid

medication or breaking a scored tablet.

(iv) Tracheotomy care (including suctioning)

(v) Gastric tube insertion, replacement, or feedings or rectal suppositories)

(vii) Sterile procedures

(viii) Ventilator care

(ix) Receipt of verbal or telephone orders from a licensed prescriber. The MAC Worker cannot transcribe orders.

6. MAC Workers can only administer oral medications under delegation of a

MAS Nurse.

7. MAC Workers must maintain the security and documentation of medication in compliance with state and federal laws. The facility must store all drugs and in locked compartments under proper temperature controls and permit only authorized personnel to have access to the keys.

8. The primary responsibility of the MAC Worker is to communicate with MAS Nurse and

give accurate information about the person's served status.

Author: DMH/MR Office of Certification

Statutory Authority: Code of Ala. 1975, §22-50-11.

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