

Medication Administration Training (MAT) Resource Materials



The Medication Administration Training (MAT) course is approved by the Office of Children and Family Services (OCFS) and is designed to teach you best practice techniques for giving medication and to help you understand OCFS regulations about giving medication.

Regulations

Regulations create the basic structure for the way child day care programs operate. They establish minimum standards for the quality of each program. As a child day care provider, you are responsible for knowing what is required by law and regulation. This course covers OCFS regulations about giving medication in your program.

Your MAT Trainer has a copy of the regulations available throughout this training. You should always have the most current version of the OCFS regulations at your program. Periodically check the OCFS Web site (www.ocfs.state.ny.us) for any changes.

Handouts

There is a lot of information covered in the MAT course, both on video and in your handouts. You do not need to memorize the information in the training. The information provided on the video is also in your handouts. These handouts are yours to keep and you can use them throughout the training and in your program.

Handouts are sometimes updated with new information. The most current version of all of the MAT handouts is available at www.ecetp.pdp.albany.edu. The handouts have a date printed on the bottom of the page. The Web site will also have the date the handout was last updated. If there are any substantive changes to the training materials, you will be notified by e-mail.

OCFS Forms

Your MAT handouts include forms approved by OCFS. The MAT course uses the most current version of the forms approved by OCFS. You should periodically check the OCFS Web site (www.ocfs.state.ny.us) for the most current version or if you want an electronic version of the form(s).

Health Care Plans

Your MAT Trainer has copies of each modality's health care plan template approved by OCFS. Your program must have a health care plan approved by OCFS. You should know what is written in your program's health care plan and follow the policies and procedures it contains.



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