

NC Department of Health and Human Services
NC Home Care Aide Curriculum
 Module 25 – Nurse Aide and Health Care Personnel Registries
 July 2021

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OBJECTIVES

1. Identify the process for initial nurse aide listings and required renewals
2. Explain the role of the Health Care Personnel Registry
3. Identify types of allegations listed on the Health Care Personnel Registry
4. Identify additional credentials for which nurse aides may be eligible

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Module 25-A – Initial Nurse Aide I Listings and Renewals

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Initial Nurse Aide I Listing

- **Once an individual has successfully completed a state-approved Nurse Aide I Program and passed the standardized State Competency Evaluation for Nurse Aide I, the information is forwarded from the testing company to the North Carolina Nurse Aide I Registry.**
- **After verification by Registry staff, the individual is listed on the Nurse Aide I Registry.**

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Nurse Aide I Listing Renewals (1)

- **Listing renewed through qualified work experience completed every 24 months.**
- **The work experience must meet all the following:**
 1. **At least 8 hours of work as a Nurse Aide I**
 2. **Perform nursing or nursing-related tasks**
 3. **Supervised by an RN**
 4. **Receive payment for the work; volunteer work does not apply**

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Nurse Aide I Listing Renewals (2)

- **Nurse Aides can renew their listing by completing an Online Renewal Form three (3) months before their listing expires.**
- **It is important that aides notify the Registry of any changes in names or addresses.**
- **The aide and the nurse supervisor complete the form to report work experience.**
- **All forms can be found online, under the Forms section at <https://www.ncnar.org/>**

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ONLINE RENEWAL FORM

- The Registry will renew the aide’s listing after an Online Renewal Form has been completed and submitted.
- The renewal period is for 24 months from the qualified work date reported. Expiration dates are at the end of that month.



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RESPONSIBILITY

- RENEWAL IS THE AIDE’S RESPONSIBILITY.
- Promptly report name and address changes.
- Renew your listing before it expires. The Registry will no longer send paper forms. You may look up a Nurse Aide listing by going to https://www.ncnar.org/verify_listings1.jsp.
- FAQ’s for completing the Online Renewal form are available under the Forms section at <https://www.ncnar.org/>.

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Expiration of Nurse Aide I Listing

- If a listing expires, a nurse aide may not work in a job that requires an employee to be a Nurse Aide I.
- Prepare for your renewal well ahead of its expiration date by setting some type of reminder such as on your cell phone.
- If a nurse aide does not meet the renewal criteria that have been mentioned earlier, he/she must re-test and pass to be re-listed on the Registry.

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Module 25-B – Required Reporting of Allegations

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Health Care Personnel Registry

- The Health Care Personnel Registry (HCPR) is a federal- and state-mandated registry (42CFR483.156 and N.C. Gen. Stat. 131E-256).
- The staff of the DHSR Investigations Branch receives reports of allegations from many types of health care facilities, investigates these allegations, and lists pending allegations and substantiated findings for harmful acts committed against a resident or facility on the HCPR.

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Findings on the Nurse Aide I Registry

- Prior to employment, many health care facilities are required by law to verify that a nurse aide is listed on the HCPR without any substantiated findings.
- Certain substantiated findings are also listed on the Nurse Aide I Registry. Offenses listed include abuse, neglect and/or misappropriation of resident property.
- Substantiated and listed abuse, neglect, or misappropriation of resident property performed by a nurse aide working in a nursing home prevents an individual from being employed by nursing home.

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Findings and Listings on the HCPR

- The HCPR lists additional pending allegations and substantiated findings for individuals working in health care.
- Listed offenses include resident abuse and neglect, misappropriation of resident or facility property, fraud against a resident or facility, and diversion of resident or facility drugs.

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Effects of Listings on the HCPR

- HCPR listings affect employment for nurse aides.
- Employers decide whether to hire an individual listed on the HCPR, not the State
- Federal regulations restrict nursing homes from hiring aides with certain findings. Other federal and state regulations restrict hiring an individual listed on the HCPR such as home care and adult care homes.
- Substantiated findings remain on the registry forever

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HANDOUTS #1 and #2

Exploring Allegations That Can Result in Findings on the HCPR




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National Practitioner Data Bank
The National Practitioner Data Bank is a confidential, national information clearinghouse to improve health care quality, protect the public, and reduce health care fraud and abuse.



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Module 25-C – Career Paths

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Advantages of Nurse Aide I Registry Listing

- **There are other career opportunities once listed on the Nurse Aide I Registry.**
- **Specialty credentials are available through courses offered across the state.**



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MEDICATION AIDE IN A NURSING HOME

- A Nurse Aide I can add Medication Aide in a nursing home to their credentials; must remain current on Nurse Aide I Registry.
- After completing the course, the Nurse Aide I will be listed on the Medication Aide Registry.
- The Nurse Aide I working in home care IS NOT permitted to administer medications; they only assist with medications.

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THE GERIATRIC AIDE

- A Nurse Aide I can add Geriatric Aide to their credentials; the aide must remain current on the Nurse Aide I Registry.
- After completing the course, the Nurse Aide I will be listed on the Geriatric Aide Registry.
- Aides learn new concepts to help the older adult such as dementia care, addressing challenging behaviors, mental health conditions and end of life care.

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THE HOME CARE AIDE

- A Nurse Aide I can add Home Care Aide to their credentials; the aide must remain current on the Nurse Aide I Registry.
- After completing the course, the Nurse Aide I will be listed on the Home Care Aide Registry.
- Aides learn to provide health care to patients of all ages in the home care setting.

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Nurse Aide I + 4 and Nurse Aide II

- The North Carolina Board of Nursing oversees Nurse Aide I + 4 programs and the Nurse Aide II program.
- Nurse Aide I + 4 is an option in some agencies. The 4 Nurse Aide II skills learned are not transferable to another agency.
- The Nurse Aide I must complete the Nurse Aide II Training and Competency Evaluation Program to be listed on the Nurse Aide II Registry.

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NURSE AIDE II

- The Nurse Aide II learns how to work with oxygen, sterile dressing changes, IV fluids assistive activities, oral/nasogastric infusions, suctioning, and tracheostomy care.
- The nurse aide must remain listed on the Nurse Aide I Registry without a finding while the aide is a Nurse Aide II.
- Note that the Nurse Aide II Registry is maintained by the N.C. Board of Nursing. The Nurse Aide I Registry is maintained by DHSR.

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CAREER OPPORTUNITIES

For more information about career options for nurse aides, visit <https://www.ncbon.com/> and <https://www.ncnar.org>



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