



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
BUREAU FOR MEDICAL SERVICES

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Cabinet Secretary

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Cynthia E. Beane
Commissioner

TO: All Personal Care Services Program Providers

FROM: Teresa McDonough, Program Manager *T. McDonough*
Personal Care Services

DATE: March 23, 2018

RE: First Aid instructor qualifications

After careful consideration, BMS has concluded that due to the limited First Aid that Direct Care Workers are authorized to perform in the course of their duties, a Registered Nurse's education and skill set is sufficient to provide the First Aid training.

Proof of successful completion of the First Aid course as taught by a Registered Nurse employed by the Personal Care Agency is still required yearly if said RN is not a certified First Aid Trainer. This must be evidenced by a passing grade of 80 percent or above on a post-test. The test must be scored and include trainee's name, date and the RN's signature as trainer the test must be kept in the Direct Care Worker's file.

For those who received their First Aid certification by a certified First Aid trainer, that certification is considered current as defined by terms of the certifying agency and evidence of a certificate or card provided by the First Aid course.

The next time the Personal Care manual is updated, Section 517.8.2 will be updated to reflect this policy change.