

Department Of Public Health  
Drug Control Program-Medication Administration Program  
Waiver Request Form  
Oxygen Therapy Monitoring by Non-MAP Certified Staff

*The Service Provider for the DPH MAP Registered site must provide the DPH Drug Control Program with sufficient written documentation to support its request for a waiver. Attach additional documents if pertinent.*

MAP Service Provider:		Date:	
DPH MAP Registered Site Address (number and street, town, zip code):		MAP MCSR #:	
		Agency Affiliation (check one)	DCF <input type="checkbox"/> DDS <input type="checkbox"/> DMH <input type="checkbox"/> MRC <input type="checkbox"/>

MAP Policy/Policies for which waiver is requested:	MAP Policy 08-4 Oxygen Therapy-MAP Certified/licensed staff must be present during Oxygen Therapy administration.
A. Explain how waiving the above policy would alleviate undue hardship at the site without jeopardizing the health or safety of the individuals supported by the site.	
C. Explain and document the compensating features the DPH MAP Registered site will put into place if this waiver is granted:	<p>A Service Provider protocol/procedure is required when non-MAP Certified staff will monitor the individual and the individual's Oxygen Therapy delivery system:</p> <ul style="list-style-type: none"> <li>• Oxygen delivery equipment (e.g., pressure regulation, gauge, flow meter, etc.)</li> <li>• Oxygen delivery source (e.g., Oxygen Concentrator, Oxygen tank, etc.)</li> <li>• Oxygen delivery device (e.g., nasal cannula, face mask, etc.)</li> </ul> <p>The Service Provider protocol/procedure must include that non-MAP Certified staff are trained by a licensed professional to monitor the individual and the oxygen therapy delivery system during continuous oxygen therapy in the absence of MAP Certified/licensed staff.</p> <p>In addition, at a minimum, at the conclusion of the training, the non-MAP Certified staff will:</p> <ol style="list-style-type: none"> <li>1. Know the location of the Service Provider protocol/procedure</li> <li>2. Know the importance of oxygen safety</li> <li>3. Know that oxygen is a medication</li> <li>4. Know that Oxygen Therapy is used to treat hypoxemia (low levels of oxygen in the blood)</li> <li>5. Know the signs and symptoms of inadequate oxygenation</li> <li>6. Know the individual's specific Oxygen Therapy delivery system</li> <li>7. Know when a call to 911 is necessary including but not limited to if signs and symptoms of inadequate oxygenation are observed</li> <li>8. Knows when a call to the (clearly identified) nurse, MAP Certified Site Supervisor or MAP Certified designee is necessary</li> </ol>

9. Know that only licensed personnel (e.g., nurses) and trained MAP Certified staff may administer, regulate, or discontinue Oxygen Therapy administration.

A nurse, MAP Certified Site Supervisor or MAP Certified designee must be immediately available to the non-MAP Certified staff when the non-Certified MAP staff is monitoring an individual receiving Oxygen Therapy.

Documentation of Oxygen Therapy Monitoring by Non-Certified Staff Training must be maintained at the MAP Registered site and include at a minimum:

- Name and contact information of the Trainer;
- Complete set of training materials used;
- Attendance list of Non-Certified staff trained; and
- Date of training.

Service Provider Contact Information		
Name & Title	Email	Telephone:
Street Address, Rm, Suite, etc.	City, State	Zip Code
Signature		Date

Waiver requests, including copies of all supporting documentation, should be submitted via email to:

[MAP.DCP@mass.gov](mailto:MAP.DCP@mass.gov)