HE-P 803.15 REQUIRED SERVICES.

...(p) The nursing home shall have written policies and procedures for implementing physical, chemical and mechanical restraints, including:

... (6) Initial personnel training and subsequent education and training required to demonstrate competence related to the use of physical, chemical and mechanical restraints...

...(8) That the training shall be conducted by individuals who are qualified by education, training, and experience.

HE-P 803.17 ORGANIZATION AND ADMINISTRATION.

...(b) Each nursing home shall have a full time administrator who:

...(2) Shall be responsible for the daily management and operation of the nursing home including:

...f. Identifying and making available education programs designed to maintain the personnel’s expertise in areas related to the services provided in the nursing home.

HE-P 803.18 PERSONNEL.

(h) All employees shall:

...(4) Receive an orientation within the first 3 days of work or prior to the assumption of duties that includes:

a. The nursing home’s policies on patient rights and responsibilities and complaint procedures as required by RSA 151:20;

b. The duties and responsibilities, policies procedures and guidelines, of the position they were hired for;

c. The nursing home’s infection control program;

d. The nursing home’s fire, evacuation and emergency plans which outline the responsibilities of personnel in an emergency; and

e. Mandatory reporting requirements for abuse or neglect such as those found in RSA 161F and RSA 169-C:29; and
(5) Complete a mandatory annual in-service education, which includes a review of the nursing home’s:

a. Policies and procedures on patient rights and responsibilities and abuse or neglect;

b. Infection control; and

c. Education program on fire and emergency procedures.

...(l) The employee file shall include the following:

...(4) A record of satisfactory completion of the orientation program required by (h)(4) above and any required annual continuing education, if any;

...(7) Documentation of annual in-service education as required by (h)(5) above...

HE-P 803.20 FOOD SERVICES.

...(v) Regularly scheduled training programs including sanitation and safety shall be made available to personnel. Information as to the content and length of this training shall be documented and kept in employee records.

HE-P 803.23 INFECTION CONTROL.

...(c) The infection control education program shall:

(1) Be completed by all new and current employees of the facility on an annual basis; and

(2) Address the:

a. Cause of infections;

b. Effect of infections;

c. Transmission of infections; and

d. Prevention and containment of infections.

HE-P 803.27 EMERGENCY AND FIRE SAFETY.

(a) An emergency and fire safety program shall be developed and implemented to provide for the safety of residents and personnel covering all matters of safety and fire protection and an emergency response plan, including:

...(4) Ensuring that all employees receive in-service annual training to clarify their responsibilities in carrying out the emergency plan...
...(h) Each licensee shall:

...(4) Document in each employee’s personnel record, that the employee attended an annual in-service education program on the licensee’s emergency plan.