



# New Mexico Board of Nursing

## Certified Hemodialysis Technician Program Checklist

The checklist is provided as a courtesy and not intended to replace the regulation  
16.12.4 NMAC

<b>Date:</b>	
<b>Name of program:</b>	
<b>Date program expires:</b>	
<b>Days and hours of operation:</b>	
<b># of stations at site:</b>	
<b>Name of Nurse Educator (NE):</b>	
<b>NE license number &amp; expiration date:</b>	
<b>NE date of hire:</b>	
<b>Site Administrator (name):</b>	
<b>Nurse Manager/Clinical Manager (name):</b>	
<b>Medical Director (name):</b>	
<b>RN Preceptor(s) employed during renewal period (names):</b>	
<b># RNs currently employed:</b>	
<b># LPNs currently employed:</b>	
<b># CHT Is currently employed:</b>	
<b># CHT IIs currently employed:</b>	
<b># CHT Is who completed training during the renewal period:</b>	
<b># CHT IIs who completed training during the renewal period:</b>	
<b># Current dialysis technician I students:</b>	
<b># Current dialysis technician II students:</b>	



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Describe the frequency of NE/student interactions

**Didactic:**


**Clinical:**


**Evaluation:**




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<b>Tab</b>	<b>Documentation</b> <b>ONE BINDER PER SITE</b>
<b>1</b>	Copy of most current rules 16.012.4.NMAC
	Copy of most current BON Site visit checklist
	Current DOH operator's license 16.12.4.12.C.(1).(e)
	Most recent BON site visit report. Date:
	Most recent BON approval letter for the program. Date: _____ Status:
	Agency Organizational Chart. 16.12.4.12.C.(1).(b)
	Job description for dialysis technician student.
<b>2</b>	Program objectives to include the planning, implementation and evaluation. The objectives shall be developed by the nurse educator and reviewed annually. 16.012.4.14.A
	Curriculum. 16.012.4.14.B, 16.12.4.13.A.(1), 16.12.4.16
	Any policies governing the dialysis technician education program.
	Any policies related to the reporting of dialysis errors. 16.12.4.16.B.(5)
<b>3</b>	Copy of NE license screen shot. 16.12.4.14.D.(1)
	Nurse Educator: 9 CE hours for each year in the renewal period in nephrology or current national certification in nephrology or dialysis. 16.12.4.14.D.(3)
	<b>BON</b> Nurse Educator approval letter. 16.12.4.14.D.(2)
	<b>BON</b> Nurse Educator certificate of training. 16.12.4.14.D.(4)
	A list of all RN clinical preceptors employed during the renewal period. 16.12.4.14.D.
	For each RN clinical preceptor, a printed screen shot of a current Registered Nurse license. 16.12.4.14.D.(5)
	For each RN clinical preceptor, a resume that shows at least one year of nursing experience and 6 months of dialysis experience prior to becoming an RN clinical preceptor. 16.12.4.14.D.(5).(a)
For each RN clinical preceptor, documented demonstration of knowledge and skills in dialysis nursing. 16.12.4.14.D.(5).(b)	
<b>4</b>	There is evidence of curricular evaluation for each dialysis technician student. 16.12.4.16 (final exam, quizzes)
	Skills checklist for each dialysis technician student. 16.12.4.16
	CPR card. 16.12.4.16.A.(e)
	There is evidence of 80 hours of theory for each dialysis technician student. 16.012.4.14.B.(3)
	There is documented evidence that each dialysis technician student has completed 160 hours of clinical experience supervised by a nurse preceptor. 16.12.4.14.D.(7); 16.012.4.14.B.(3); 16.012.4.14.B.(4)
	For CHT II programs only, there is documented evidence that each dialysis technician II student has 80 additional hours of supervised clinical experience for their expanded scope, 16 additional hours of theory and 20 supervised procedures with a catheter that include initiation, monitoring and disconnection of central venous catheter. 16.012.4.14.B.(6)
<b>5</b>	Copies of all important written communication regarding the education program during the renewal period.