



Delegation in School Nursing: Principles and Practices

National School Nurse Day

Nursing Practice Unit

May 7, 2025

Goal and Objective



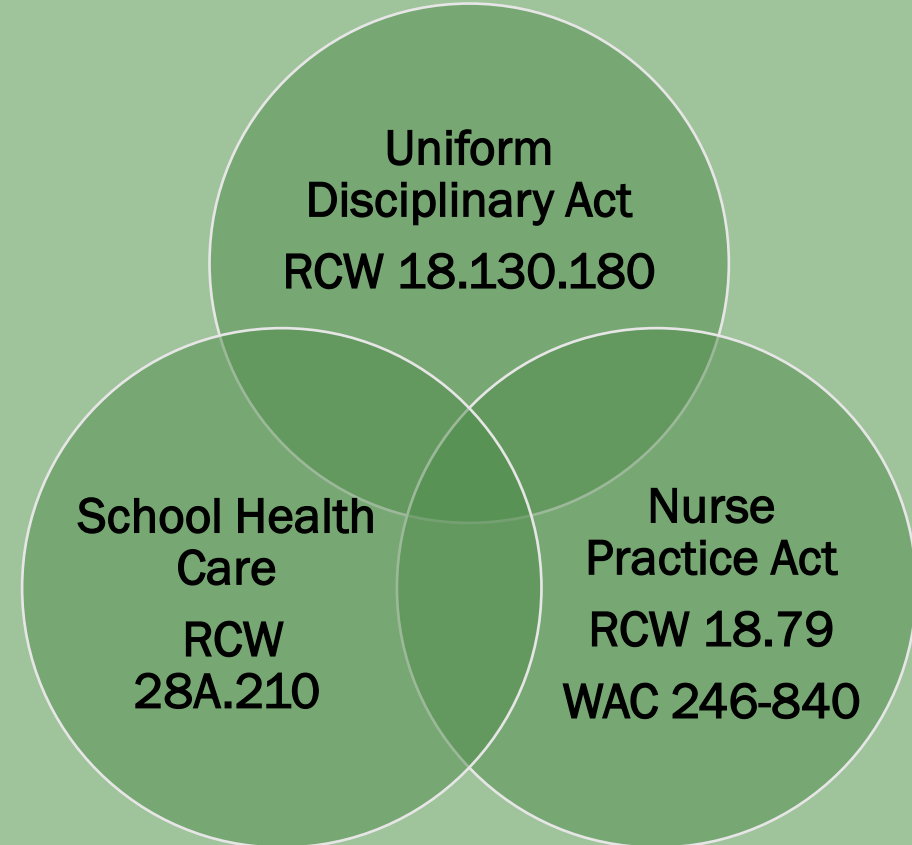
Goal: Enhance understanding of school nursing delegation, including authority, responsibility, and accountability.

Nursing Practice Overview (RCW 18.79.040)

- Specialized knowledge from biological/behavioral sciences.
- Involves assessment, diagnosis, care, counseling, education.
- Includes advanced training.
- Covers administration, supervision, delegation, evaluation of nursing practice.
- Involves teaching nursing, executing clinical regimens.



Laws & Rules Impacting School Delegation



Key Guidance Document

[View School Nurse Delegation
Advisory Opinion](#)



What is Nursing Delegation?

WAC 246-840-010

UAP refers to individuals credentialed but not licensed, or those who are not credentialed

The nurse transfers performance of selected nursing tasks to a competent individuals in selected situations.

The nurse delegating the task is responsible and accountable for nursing care of patient.

The nurse delegating task must supervise performance of the unlicensed assistive personnel (UAP)

Only the RN is allowed to delegate to UAP in Washington State

Five Rights and Key Principles of Nursing Delegation

RCW 18.79.260

Right Task

- UAP's job description
- Facility policies/procedures.
- Competency training.
- Allowed in laws/rules.

Right Circumstance

- Student health condition stable.
- Outcome of task predictable.

Right Person

- UAP has appropriate training, skills, and knowledge to perform task.
- UAP has required credentials based on setting.

Right Direction and Communication

- Specific to RN, student, UAP, and task.
- RN gives specific instructions, clarifies questions, and ensures UAP understands they cannot make changes without consulting RN.

Right Supervision and Evaluation

- RN monitors delegated task and evaluates patient outcomes.
- UAP must communicate student information to RN.
- RN responsible to intervene if needed.
- RN ensures appropriate documentation.

Assignment, Direction, Delegation

RCW 28A.210, WAC 246-840-010:

Assignment

- Routine activities and procedures that are within UAPs SOP.

Direction

- Instructions and supervision by an RN or LPN to provide nursing care within the UAP's authorized SOP/core competencies.

Delegation

- Transferring the performance of a nursing task that UAP would not normally be allowed to do, to a competent UAP in selected situations following delegation process.

Supervision Types and Requirements

WAC 246-840-010 (35)

Direct

- RN on premises.
- RN quickly and easily available.
- RN assesses student prior to delegating task.

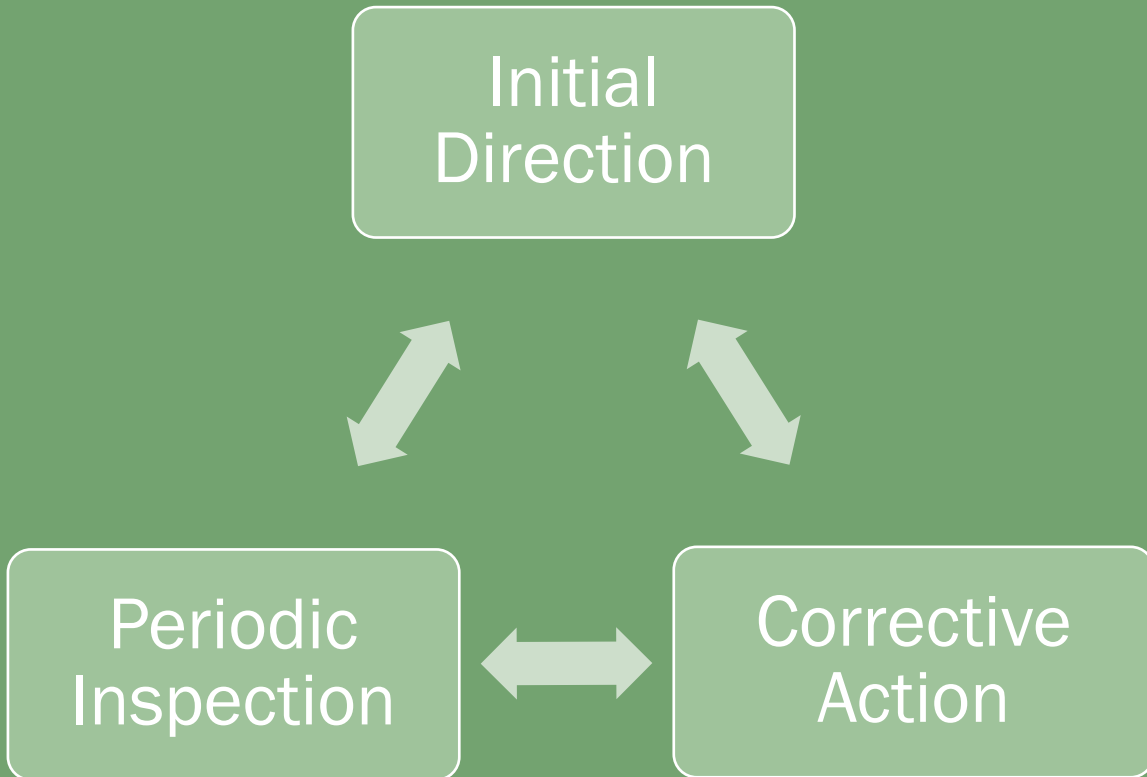
Immediate

- RN on premises.
- RN is within audible and visible range of student.
- RN assesses student prior to delegating task.

Indirect

- RN is not on premises but readily available for consultation or guidance.
- RN provides written or oral instructions for care tasks.
- RN assesses student prior to delegating task.

Level and Frequency of Supervision



May change over time:

- Student needs,
- Experience and knowledge of individual UAP,
- Complexity of task,
- Predictability of overall outcomes,
- Available support resources to UAP or student,
- May be dictated by facility policy/procedure or laws/rules.

Delegation of Nursing Tasks K-12 Schools

RCW 28A.210

- RNs can delegate certain nursing and medical tasks to unlicensed assistive personnel (UAP) in K-12 schools.

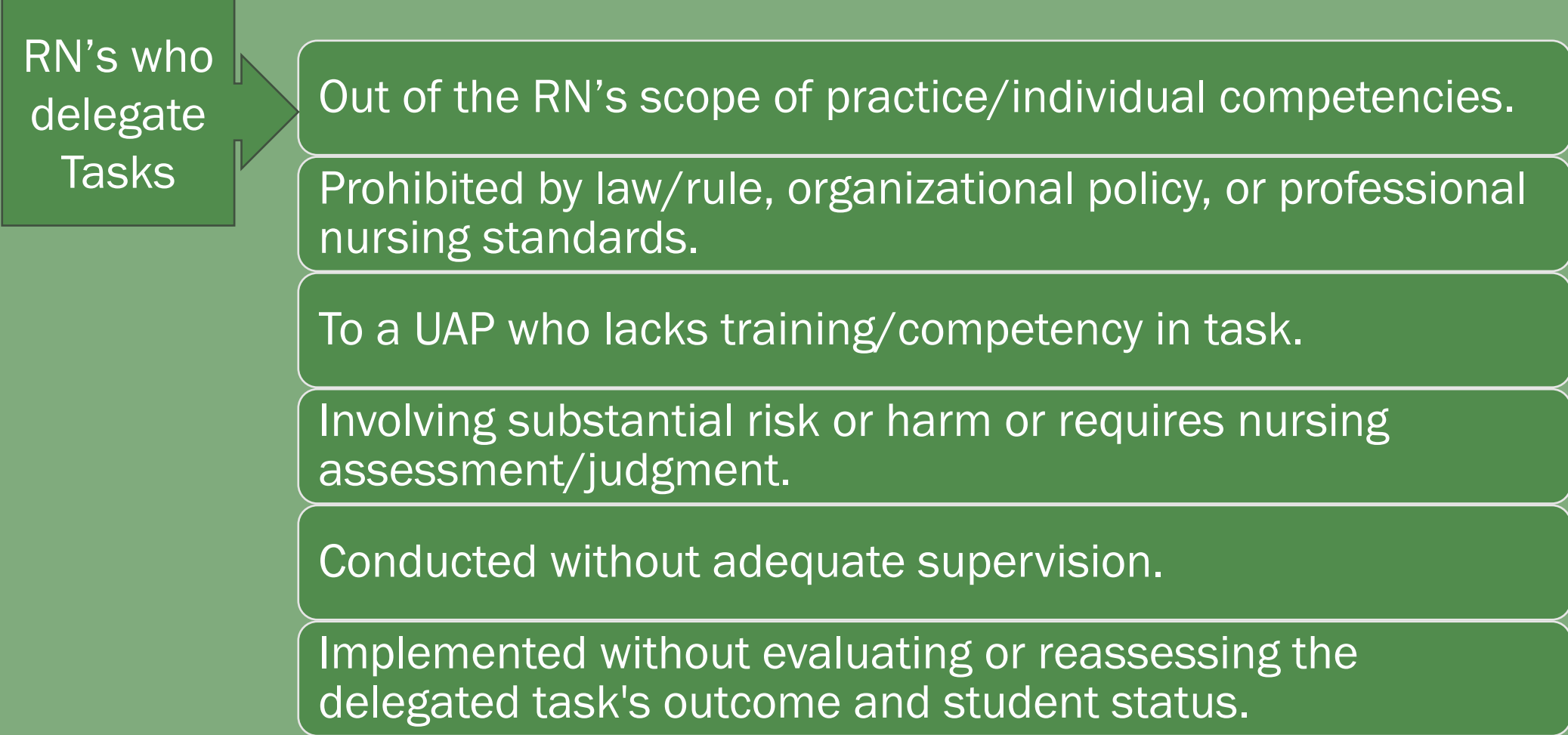
Legal Exception: LPNs cannot delegate tasks to unlicensed persons in K-12 settings.

*Epinephrine administration for anaphylaxis - UAPs can administer epinephrine for students with a prescription.

- Nursing Delegation Decision Tree Tool

Characteristics of High-Risk Delegation

RN's who
delegate
Tasks



Out of the RN's scope of practice/individual competencies.

Prohibited by law/rule, organizational policy, or professional nursing standards.

To a UAP who lacks training/competency in task.

Involving substantial risk or harm or requires nursing assessment/judgment.

Conducted without adequate supervision.

Implemented without evaluating or reassessing the delegated task's outcome and student status.

Accountability and Responsibility

WAC 246-840-970

RN Delegator

- Professional accountability for own individual actions in delegation process.
- Obligation to provide safe, quality care.
- Overall accountability for nursing care of student

UAP

- Accountable for own individual actions in delegation process.
- Responsibility to perform the task following RN's instructions.

Delegation Highlights School Nursing Tasks

RCW 28A 210, RCW 28A.210.383

Activity	UAP	School Nurse
Administration of oral/topical medications	Permitted: Topical, oral, intranasal, eye/ear drops	Responsible for delegating, supervising, and administering in cases requiring nursing judgement
Nonsterile intermittent bladder catheterization	Permitted	Delegates and monitors tasks based on student needs and UAP competency
Health Assessment	Not authorized	Responsible for complex health assessments/evaluations
Teaching/Training	Receives training from school nurse	Responsible for training UAP, confirming competency
Telehealth Services	Not applicable	May use for delegation, evaluation, supervision based on nursing judgement
Tasks requiring sterile technique or involving puncturing the skin	Not authorized	Responsible
Tasks requiring nursing judgement	Not authorized	Responsible

Updates

Continuing Competency

- Complete 2 hours of health equity training by **2026** renewal date (birthday), and then annually thereafter, [Health Equity Continuing Education | Washington State Department of Health](#).

Guidance

- Standing Order for Stock Epinephrine - Changes for epinephrine standing orders in schools. Revising RN Delegation in Schools Advisory Opinion (AO).
- Opioid Overdose Reversal Medication (OORM) AO - Requires public schools to have OORM and develop policies. Revising AO and FAQs.
- Informed Consent - Developing new FAQs.
- Telehealth Advisory Opinion – Rescinding AO and developing FAQs on new laws allowing out-of-state providers to offer care without a Washington license.

Events/Training

- The Jurisprudence (JP) [Module](#) updated on our website.
- [BONcast](#) - Episode 1 About BON
- Annual School Nurse's Day Webinar (**May 7, 2025**) – Principles of Delegation School

Exceptions to Delegation

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- Parent Designated Adults – PDAs
- Anaphylaxis
- Naloxone

Parent Designated Adults (PDA's)

PDA defined - RCW 28A.210.358

PDA referenced -RCW 28A.210.350, RCW 28A.210.260

- Authorized by parents to perform specific tasks for students,
- Are volunteers who may or may not be school district employees,
- Role is limited to tasks outlined in the student's Individual Health Plan (IHP)/Emergency Care Plan (ECP) for specific condition:
 - ✓ Diabetes management (RCW 28A.210.330)
 - ✓ Seizure disorders (RCW 28A.210.355)
 - ✓ Adrenal insufficiency (RCW 28A.210.358)
- PDA Limits - RCW 28A.210.260.

PDA Managed Conditions

RCW 28A.210.330

RCW 28A.210.355

RCW 28A.210.358

Condition	PDA Role	School Nurse Role
Seizure Disorder	PDA's give emergency meds and follow the student's IHP.	Develop, monitor, and evaluate IHP/ECP, Training as appropriate, Maintain contact with PDA for concerns.
Diabetes	PDA's assist with blood glucose checks, insulin administration, pump troubleshooting.... per IHP.	Develop, monitor, and evaluate IHP/ECP, Training as appropriate, Maintain contact with PDA for concerns.
Adrenal Insufficiency	PDA's give emergency corticosteroids during adrenal crisis per student's ECP.	Develop, monitor, and evaluate IHP/ECP, Training as appropriate, Maintain contact with PDA for

School Nurse Responsibilities: PDA Context

- ▲ School districts ensure students receive care during school, including accommodating PDAs, with school nurses playing a critical role to:
 - Develop, monitor, and evaluate the IHP/ECP,
 - Train where appropriate and per district policy to provide care outlined in plans (with parents having option to select someone outside of school for training),
 - Maintain contact with PDA for concerns that may impact student health and safety.
- ▲ The school nurse does **not delegate** or supervise PDA tasks/functions related to specific conditions: diabetes, seizures, or adrenal insufficiencies - RCW 28A.210.260.

Documentation Key Points

Communication

- The nurse is required to communicate significant changes in patient status to appropriate health team members

Documentation

- The nurse is required to document in essential patient records nursing care given & patient response

Purpose of Documentation

Communication &
Continuity of Care

Accountability

Legal Record

Quality Improvement &
Risk Management

Evidence-Based
Practice

Reimbursement

Smart Documentation

Objective/Fact

Timelines/
Abbreviations

Follow-up/Correcting
Errors

Medication
Administration

Communication

Education

Documentation Issues

Legibility

- Spelling & grammatical errors,
- Incomplete records,
- Gaps in records,
- Uncommon abbreviations,
- Non-descriptive words or phrases.

Omissions

- Failure to document refusals,
- Failure to document care not done,
- Failure to document care not delegated.

Standard of Care

- Documenting adverse events improperly,
- Documenting opinions or labels about behavior,
- Not following documentation policies

Questions/Comments?

