



Random Audit Information

Each month the Board of Nursing conducts a random audit based on recertification for continuing education compliance and work requirement hours for Certified Medication Aides.

If an individual is selected, a formal audit letter will be sent requesting documentation. Certificates of attendance of sixteen (16) hours of continuing education and documentation of having met the work requirements of administering medications a minimum of 100 hours during the 24 month period immediately preceding certification renewal meets the audit requirements.

The selected individual has **30 days** to provide the requested information to the Board of Nursing. **ONLY** related topics of study/continuing education that relate to medications and medication administration will be considered for credit. Each certificate must have the name of certificate holder, description/title of activity, the amount of credit hours and the date the course was taken. **It is the responsibility of the individual that is being audited to provide the requested information listed above and not the facility. Recurring courses such as CPR recertification and recurring blood borne pathogens courses will not be counted as additional continuing education credits.**

Successfully Completing the Audit

- By responding in a timely manner and providing the required audit information.
- A formal letter will be sent to the individual stating that the audit was successfully completed and thanking them for their cooperation and for sending in the needed information to the New Mexico Board of Nursing.
- The New Mexico Board of Nursing database will be updated by indicating the audit was completed.

Failure to Comply or Respond to the Audit

- Failure to respond or comply with the requirements of the audit will result in a complaint being written to the Board of Nursing and possible disciplinary action against the certificate.

If you have any questions regarding the audit procedure or continuing education, please feel free to contact Laura Moya at (505) 841-9049.