

EXHIBIT 5-5 CENTER HEALTH SERVICES STAFFING REQUIREMENTS

Centers will provide at least the minimum acceptable hours and types of health-services coverage delineated below.¹

Specific position requirements and required staffing patterns are described below. The center director must recruit and hire health professionals who are certified, licensed, or accredited. For contract centers, employment of full- or part-time physicians, nurse practitioners/physician assistants, health and wellness directors, staff nurses, Trainee Employee Assistance Program (TEAP) specialists, and mental health professionals is subject to the prior approval of the Regional Office in consultation with regional health specialists. For civilian conservation centers, employment of full- or part-time physicians, nurse practitioners/physician assistants, health and wellness directors, staff nurses, TEAP specialists, and mental health professionals is subject to the prior approval of the National Office in consultation with regional health specialists. Waivers for specific position requirements may be requested from the National Office and will be determined on a case-by-case basis. (See Chapter 5, Section 5.2, R5.)

1. Physician: Four hours/100 students/week is the minimum required level of physician coverage for centers with a capacity of 2,000 or fewer students. Centers with a capacity greater than 2,000 students are not required to have more than 80 hours of physician coverage. Up to 2 hours/100 students/week of required physician hours can be assumed by a Physician Assistant (PA) or Nurse Practitioner (NP) to provide routine medical services within the licensee's scope of practice and supervision requirements. The terms of supervision, where applicable, must be outlined in a collaborative agreement and contracts for the Center Physician and the NP/PA. The Center Physician/PA/NP may not serve as both the Center Physician/PA/NP and the Health and Wellness Director.
2. Nursing: Required nursing coverage (i.e., registered nurse and licensed practical/vocational nurse) is set as follows:

Staff Nurse Hours by Contracted OBS and FTE²		
OBS of 249 or below	80 hours registered nurse	2.0 FTE
OBS of 250 to 299	100 hours (at least 80 must be registered nurse)	2.5 FTE
OBS of 300 to 349	120 hours (at least 80 must be registered nurse)	3.0 FTE
OBS of 350 to 399	140 hours (at least 80 must be registered nurse)	3.5 FTE
OBS of 400 to 449	160 hours (at least 80 must be registered nurse)	4.0 FTE
OBS of 450 to 499	180 hours (at least 80 must be registered nurse)	4.5 FTE
OBS of 500 to 549	200 hours (at least 80 must be registered nurse)	5.0 FTE
OBS of 550 to 599	220 hours (at least 80 must be registered nurse)	5.5 FTE
OBS of 600 to 649	240 hours (at least 120 must be registered nurse)	6.0 FTE
OBS of 650 to 699	260 hours (at least 120 must be registered nurse)	6.5 FTE
OBS of 700 to 749	280 hours (at least 120 must be registered nurse)	7.0 FTE
OBS of 750 to 799	300 hours (at least 120 must be registered nurse)	7.5 FTE

¹ Minimum qualifications for health positions are contained in Exhibit 5-3.

² Registered nurse minimums are set to ensure scope of practice and supervision requirements are met. Non-residential satellite centers with an OBS of 100 or less must staff a registered nurse.

OBS of 800 to 849	320 hours (at least 120 must be registered nurse)	8.0 FTE
OBS of 850 to 899	340 hours (at least 120 must be registered nurse)	8.5 FTE
OBS of 900 to 949	360 hours (at least 120 must be registered nurse)	9.0 FTE
OBS of 950 to 999	380 hours (at least 120 must be registered nurse)	9.5 FTE
OBS of 1000 to 1049	400 hours (at least 160 must be registered nurse)	10.0 FTE
OBS of 1050 to 1099	420 hours (at least 160 must be registered nurse)	10.5 FTE
OBS of 1100 to 1149	440 hours (at least 160 must be registered nurse)	11.0 FTE
OBS of 1150 to 1199	460 hours (at least 160 must be registered nurse)	11.5 FTE
OBS of 1200 to 1249	480 hours (at least 160 must be registered nurse)	12.0 FTE
OBS of 1250 to 1299	500 hours (at least 160 must be registered nurse)	12.5 FTE
OBS of 1300 to 1349	520 hours (at least 160 must be registered nurse)	13.0 FTE
OBS of 1350 to 1399	540 hours (at least 160 must be registered nurse)	13.5 FTE
OBS of 1400 to 1449	560 hours (at least 160 must be registered nurse)	14.0 FTE
OBS of 1450 to 1499	580 hours (at least 160 must be registered nurse)	14.5 FTE
OBS of 1500 or greater	600 hours (at least 200 must be registered nurse)	15.0 FTE

Registered nurse minimums in the table above are set to ensure Nurse Practice Acts are met. Non-residential satellite centers with an OBS 100 or lower must staff an RN at 1.0 FTE.

Other nursing positions may be filled by licensed practical/vocational nurses; however, nurse staffing must comply with scope of practice duty and supervision requirements outlined in the respective state's Practice Act.

One full-time (1.0 FTE) registered nurse must serve as the Health and Wellness Manager and is included in the staff nurse hours (see PRH Exhibit 5-3). The Health and Wellness Manager may not serve as the NP/PA, CNA instructor, or in another paid capacity on center.

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Required hours include coverage for all shifts. Centers are responsible for allocating and managing these hours across all shifts to meet the needs of the center. Required hours do not include relief coverage for annual, holiday, and sick leave because the number of such days varies by center operator.

3. Center Mental Health Consultant (CMHC): Twenty hours/100 students/week is the minimum required level of mental health coverage by a qualified licensed mental-health professional. Except for emergencies or consults by a psychiatrist, all clinical mental health services defined as basic health care in Exhibit 2-4 must be provided on center or via HIPAA compliant telehealth platforms by the CMHC and/or by the designated post-doctoral fellow, intern, extern, or practicum graduate student under the direct supervision of the CMHC. Reviews and recommendations for applicant files and assessments and recommendations related to student separation from the program must be conducted by the CMHC.
4. Optometrist: The center must have a (sub)contract with a licensed optometrist (or

ophthalmologist) to provide optometric services.

5. Reproductive-Health Coordinator: The center must designate a staff member to coordinate reproductive-health services. The individual who coordinates this activity does not have to be a member of the health and wellness staff. The hours required for this collateral assignment will vary by the needs of the student population. Although no minimum hours are required, the center must provide reproductive-health services as required in Chapter 2, Section 2.3, R7, Family Planning Program.
6. Trainee Employee Assistance Program (TEAP) Specialist: Required minimum coverage by a qualified credentialed or licensed substance use specialist is set per week as follows:

TEAP Specialist Hours by Contracted OBS and FTE		
OBS of 100 (or below) to 199	20 hours	0.5 FTE
OBS of 200 to 349	40 hours	1.0 FTE
OBS of 350 to 499	60 hours	1.5 FTE
OBS of 500 to 649	80 hours	2.0 FTE
OBS of 650 to 799	100 hours	2.5 FTE
OBS of 800 to 949	120 hours	3.0 FTE
OBS of 950 to 1099	140 hours	3.5 FTE
OBS of 1100 to 1249	160 hours	4.0 FTE
OBS of 1250 to 1399	180 hours	4.5 FTE
OBS of 1400 or greater	200 hours	5.0 FTE

7. Tobacco Use Prevention Program (TUPP) Coordinator: The center must designate a staff member to coordinate tobacco use prevention program activities. The individual who coordinates this activity does not have to be a member of the health and wellness staff. The hours required for this collateral assignment will vary by the needs of the student population. Although no minimum hours are required, the center must provide tobacco use prevention/cessation services as required in Chapter 2, Section 2.3, R6, Tobacco Use Prevention Program.
8. Laboratory Personnel: Centers that are certified under the Clinical Laboratory Improvement Act (CLIA) will require qualified laboratory personnel to perform procedures subject to CLIA classification. No minimum requirement is established for this category of staff; however, centers choosing to perform tests under CLIA must adhere to all pertinent staffing requirements.
9. Clerical Staff: Eight hours/100 students/week is the minimum required level of clerical support staff coverage. Centers with a capacity greater than 1,500 students are not required to have more than 120 hours of clerical support.
10. Health and Wellness Director: In addition to nursing coverage (item 2 above), a full-time (1.0 FTE) Health and Wellness Director is required for centers with a 600-plus student capacity. The Health and Wellness Director position hours is not included in the nurse staffing hours. The Health and Wellness Director may not serve as NP/PA, CNA instructor, or in another paid capacity on center. This individual must be a registered nurse.