**Intravenous Designation Process for Registered Nurses**

Outlined below is the process required for registered nurses to become Intravenous (IV) Therapy Designated for general practice. This process applies for any nurse who:

* Has never completed IV therapy certification
* Certification has lapsed for over 2 years
* Is not confident in delivery of IV Therapy
* Is new to general practice nursing or new to Hawke’s Bay and working as a practice nurse

**Process**

1. Discuss with Nurse Manager.
2. Discuss training with PHO staff as appropriate - contact Sonya Harwood, tel: 871 5653 or Workforce Development Project Manager, tel: 871 5656.
3. Complete and pass Primary Care IV Designation module on Ko Awatea (see below). This is compulsory and must be completed prior to the practical session commencing.

To access Ko Awatea:

1. **Open your internet explorer and ‘Google’ Ko Awatea Learn or use this link:** [**https://koawatealearn.co.nz/**](https://koawatealearn.co.nz/)**.** Copy and paste link if you are unable to click on this.
2. Click on link
3. Click on ‘Find courses’
4. Go in to Hawke’s Bay DHB
5. Primary Care
6. Primary Care IV Designation
7. Enter your user name [first name.surname.pho@hbdhb.govt.nz](mailto:first%20name.surname.pho@hbdhb.govt.nz), and then your password.   If you *are unable to access Ko Awatea* or have forgotten your password, please contact the Education Centre at HBDHB.
8. Complete practical training by peer teaching with a registered nurse/s who is IV designated.
9. Complete the IV Therapy Clinical Audit. This must be signed-off by an IV designated nurse.
10. Return audit to [sonya@healthhb.co.nz](mailto:sonya@healthhb.co.nz) for sign-off.
11. Certificate will be e-mailed to you at the completion of this course.

Please Note:

Nurses who are confident in the delivery IV Therapy and their certificate has lapsed over 2 years need to only complete numbers 3, 5 and 6 above.

Please contact Sonya Harwood, tel: 871 5653 or Workforce Development Project Manager, tel: 871 5656 to discuss.