Beacon Specialized Living Services

CERTIFICATE OF COMPLETION

This hereby certifies that Alexis Gallop
has successfully met all requirements of

DMA CERTIFICATION

Including: Glucose Monitoring, Six Rights, and Insulin Administration

On 5/19/2020 Signed Bonnie Southard

ANNUAL DMA RECERTIFICATION TEST

Alexis Gallop -1

1 List the six patient rights:

Dosage — Medication

Patients Name — Route

Time — Documentation

2. Liquid medication is poured at eye level holding the cup with your hand?

☐ Yes ☑ No Explain:

Liquid Medication is poured with cup/measuring item on flat surface with hand over label. At eye level to prevent label getting messed up and ensure it is correct dosage.

3. Controlled substance log is signed after the shift is over?

☑ Yes ☐ No Explain:

Before & After the shift is over the DMA from that shift and the DMA from the next shift do medication count. to assure all meds are accounted for. And when keys are transferred one person to another.

4. The DMA may crush tablets if resident does not want to swallow whole?

☐ Yes ☑ No Explain:

DMA can only crush tablets/pills if there is a physicians order to crush them. Pills may be broken if there is a score in the tablet.

ANNUAL DMA RECERTIFICATION TEST

5. Controlled substances are stored (single locked) according to policy and procedures?

☐ Yes ☑ No Explain:

Controlled and non controlled are kept seperate in locking cabinets. Controlled on right, non controlled on left. Behind locked doors, double locked.

6. Medication errors only need to be reported if the error causes harm?

☐ Yes ☑ No Explain:

All medication errors need to be reported as soon as it happens, to prevent injuries or death.

7. The medication room keys are left hanging on a special hook in the office area?

☐ Yes ☑ No Explain:

Medication room keys are to stay on designated QMA at all times and are never to be given to anyone else unless it's shift change.

8. If a resident runs out of a psychotropic medication and another bubble pack is not in the house, you can use one from another resident?

☐ Yes ☑ No Explain:

Never give one resident another residents medications. it can cause harm. Let management know that resident is out. Then write a mix. Note for why it was not taken.

ANNUAL DMA RECERTIFICATION TEST

13. Orders do not have to be on record for insulin injections?

☐ Yes ☑ No Explain:

All medications the residents recieve are recorded, for insulin you need to enter their levels and dosage. Must be given at right time with right orders.

-5

14. When a resident gets up late for a medication pass, just enter in the quickMAR, resident not in house for the med pass, and give the medication whenever they get up?

☐ Yes ☑ No Explain:

If resident refuses to get up for their medications and they miss their time frame there is 30 minutes after for any med refusals. If not taken you need to make a misc. note.

15. OTC means other than called for?

☐ Yes ☑ No Explain:

OTC means over the counter.

16. One Tablespoon is equal to 30ml?

☐ Yes ☑ No Explain:

It is equal to 15ml

ANNUAL DMA RECERTIFICATION TEST

9. Always give Lantus insulin irregardless of the glucose level?

☐ Yes ☑ No Explain:

Lantus insulin is given by physicians orders, how they say to administer and when. Depending on levels.

10. Blood pressure readings are used to monitor the treatment results of Lisinopril, Tenormin, or Norvasc?

☑ Yes ☐ No Explain:

Before medication is given to resident blood pressure is taken to decide if medication is given. by orders.

11. Eight o'clock medication may be given at 8:00, 9:00, or 10:00?

☐ Yes ☑ No Explain:

If a medication is to be given at 8 o'clock, you have an hour before and an hour after. So 7-9 o'clock.

12. Medications that have been popped and then the resident refuses are put back in the bubble packs?

☐ Yes ☑ No Explain:

Medications that are already popped are never put back into bubble packs. They get destroyed, or put into the black box. With second staff verification.

ANNUAL DMA RECERTIFICATION TEST

17. NPO means nothing para oral?

☐ Yes ☑ No Explain:

NPO means nothing by mouth.

18. All controlled substances are returned to the pharmacy to be repackaged?

☐ Yes ☑ No Explain:

-5 ~ Medications are never repackaged. Must stay in bubble packs until they are ready to take them.

19. Choking and aspiration is a rare problem among residents on psychotropic medications?

☐ Yes ☑ No Explain:

Choking and aspiration can be common among residents on psychotropic medications.

20. Constipation is never a side effect of psychotropic medications?

☐ Yes ☑ No Explain:

Constipation can be a side affect of psychotropic medications.

BEACON Specialized Living

Medication Administration In-Service and Evaluation

Name of Facility/Home: Stanton-The Lodge

Employee Receiving In-Service: Carter Gallop

Date of 1st In-Service*: 04/21/2020 Time: 9:00 (am) / pm Trainer: Cathryn Strahan, RN

*This is done by a regional nurse

Date of 2nd In-Service: 04/21/2020 Time: 12:00 am / (pm) Trainer: David Schmitz

Date of 3rd In-Service: 5/4/2020 Time: 12:00 am / (pm) Trainer: M. Betancourt

Date of 4th In-Service: 5/5/2020 Time: 4:00 am / (pm) Trainer: M. Betancourt

Date of 5th In-Service: 5/6/2020 Time: 12:00 am / (pm) Trainer: M.

Date of 6th In-Service: 5/13/2020 Time: 12:00 am / (pm) Trainer: M.K

Date of Final Evaluation: 5/14/2020 Time: 12:00 am / (pm) Trainer: M

All staff must complete all three (6) In-Services and Final Evaluation

Instructions: Check (√) the appropriate box after Employee has been in-serviced.

	In-Service #	1st	2nd	3rd	4th	5th	6th	Eval.	Comments
1	Medication Area								
	a. Location of ample supplies prior to administration	√	√	√	√	√	√	√	
	b. Area is clean and organized	√	√	√	√	√	√	√	
	c. Area is always locked	√	√	√	√	√	√	√	
	d. Location of all medication: Internal, External, Refrigerated, Controlled Drugs (narcotics)	√	√	√	√	√	√	√	
2	DMA washes hands prior to administering medications and between each Resident	√	√	√	√	√	√	√	
3	Medication keys are retained by DMA	√	√	√	√	√	√	√	
4	Resident is identified per facility policy and procedure prior	√	√	√	√	√	√	√	
5	Vital signs are taken per facility policy prior to administering medications (if applicable), always on cardiac and BP medications	√	√	√	√	√	√	√	
	a. If Pulse and BP are required, hands and equipment are washed per facility policy	√	√	√	√	√	√	√	
	b. If Apical Pulse is required, privacy is provided	√	√	√	√	√	√	√	
6	Medications Administration per facility policy and procedure: to include review of the '6 Rights'	√	√	√	√	√	√	√	
	a. Medications are properly removed from container/blister pack and (.) dot is placed in appropriate box on MAR	√	√	√	√	√	√	√	
	b. Liquid medication is poured at eye level, with palm covering label of stock bottle	√	√	√	√	√	√	√	

BEACON
Specialized Living

Medication Administration In-Service and Evaluation

	In-Service #	1st	2nd	3rd	4th	5th	6th	Eval.	Comments
19	Medication errors are reported to Home Manager and RN teaching medication classes	✓	✓	✓	✓	✓	✓	✓	
20	Medication area is cleaned and locked after completion of medication administration	✓	✓	✓	✓	✓	✓	✓	
21	Designated Medication Administrator can identify action and common side effects of medications administered	✓	✓	✓	✓	✓	✓	✓	
22	Approved Abbreviations List is reviewed	✓	✓	✓	✓	✓	✓	✓	
23	Seizure precautions and documentation	✓	✓	✓	✓	✓	✓	✓	
24	After hour procedures, procedures for found/spilled medication, location of Epocrates link on staff computer	✓	✓	✓	✓	✓	✓	✓	
25	2nd Staff Verification, what it is, when it is needed, and how to document it	✓	✓	✓	✓	✓	✓	✓	
26	Refusal of Medication procedures (prompt 3 times, then write appropriate documentation)	✓	✓	✓	✓	✓	✓	✓	

FOLLOW UP CONCERNS

Specify time frame for completion:_____ ☐ N/A

I have received the above In-service and have read the Organizations **Medical Policies**. I understand what is expected of me as a Designated Medication Administrator. I also understand that any immediate medical questions or concerns should be directed to the Coordinator of Care at my Site during open office hours and to the On-Call person after hours.

Carter Gallop
Employee Signature

5-14-20
Date

Bonnie Southard
Home Manager Signature

5/14/2020
Date