Tina Kurtz

DMA TRAINING
LIST OF MEDICATIONS TO COMPLETE FOR DMA TRAINING

Use the attached forms to look up each of the medications listed below. Each line must be completed and turned in the day that you do your final DMA Evaluation with your ROM (Regional Operation Manager) for your area. You will not be able to become DMA certified until all of the forms are completed [48]
See slide 65 in DMA Packette

Mental Illness Anxiety Disorders	**Inhalers Allergy / Asthma**	**Hyperlipidemia Statins**	**Diabetes Endocrine & Metabolic**
Abilify Ativan Clozaril Depakote Haldol Invega Klonopin Lamictal Lithium Risperdal Seroquel Tripleptal Zyprexa	Advair Discus Atrovent Flonase Flovent Loratadine Proventil	Crestor Lipitor Zocor	Apidra Byetta Glucophage Glyburide Lantus Levemir Levothyroxine Novolog Synthroid
Seizures	**Gastrointestinal Disorder Constipation**	**Blood Pressure Meds**	**Pain & Inflammation**
Dilantin Keppra Neurontin Topamax	Colace Miralax Prilosec Protonix Zantac	HCTZ (hydorchlorothiazide) Lisinopril Toprol Tenormin	Flexeril Motrin Norco Tylenol with Codeine Ultram

App/Website: Epocrates

Please complete 10 of the above medications prior to attending DMA class.

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DRUG NAME	Colace
GENERIC NAME	Generic - docusate Sodium
DOSAGE RANGE	50 - 300 mg 1 Cay Po divided qd - bid Prn
HOW TO TAKE	by mouth
USES	emollient laxative for softening stool
SIDE EFFECTS	Stomach pain, diarrhea, cramping & irritated throat
WARNINGS	Get emergency medical help if you have signs of Allergic reaction to Colace. hives, difficulty breathing; call doctor at once.

DRUG NAME	Depakote
GENERIC NAME	divalproex Sodium
DOSAGE RANGE	750 mg
HOW TO TAKE	By mouth
USES	Seizure disorders, bipolar disorders and migraine headaches
SIDE EFFECTS	Diarrhea, dizziness, drowsiness, hair loss, blurred/double vision
WARNINGS	liver Problems,

DRUG NAME	flovent
GENERIC NAME	Fluticasone Propionate inhaled
DOSAGE RANGE	MDI: 44 mg per actuation, 110 mcg & 220 mcg
HOW TO TAKE	oral
USES	asthma maintenance
SIDE EFFECTS	upper respiratory tract infection, headache upset stomach
WARNINGS	Serious allergic reactions, slowed growth in children and weakened immune.

DRUG NAME	Lipitor
GENERIC NAME	atorvastatin
DOSAGE RANGE	10 mg, 20 mg, 40 mg & 80 mg
HOW TO TAKE	oral
USES	lower bad Cholesterol and fats
SIDE EFFECTS	diarrhea, upset stomach, muscle & Joint Pain
WARNINGS	liver Problems, muscle Pain or weakness, diabetes A thyroid disorder

DRUG NAME	Levorthyroxine
GENERIC NAME	Euthyrox, Levothroid, Levoxyl, Synthroid
DOSAGE RANGE	13, mgg, 25 mcg, 50 mcg, 75 mcg 100 mcg
HOW TO TAKE	oral on a empty stomach
USES	underactive thyroid
SIDE EFFECTS	increased appetite, weight loss, headache
WARNINGS	leg cramps, nervousness, trouble sleeping diarrhea

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DRUG NAME	Synthroid
GENERIC NAME	Levothroid, Levoxyl, Thyquidity and unithroid
DOSAGE RANGE	25 mcg, 50 mcg, 75 mcg, 88 mcg 100mcg 112mcg
HOW TO TAKE	Take Syntroid with water and on an empty stomach
USES	Symptoms of hypothyroidism & enlarge thyroid gland
SIDE EFFECTS	fever, hot flashes, nausea, insomnia
WARNINGS	increased sweating, sensitivity to heat, mental/ mood changes, tiredness, diaherrea, shaking, headache and shortness of breathe

DRUG NAME	Keppra
GENERIC NAME	Spritam, leuctiracetam
DOSAGE RANGE	250 mg, 500 mgs, 750 mg 1000 mg
HOW TO TAKE	Keppra must be taken Two Time a day
USES	Seizures
SIDE EFFECTS	drowsiness, weakness, infection, loss of appetite
WARNINGS	Behavioral abnormalities, Suicidal Behavioral, fatigue.

DRUG NAME	Lisinopril
GENERIC NAME	Prinivil, Qbrelis, Zestri
DOSAGE RANGE	2.5mg, 5mg, 10mg, 20mg 30mg 40mg
HOW TO TAKE	with food or without food
USES	High blood pressure and Heart failure
SIDE EFFECTS	Headaches, blurred vision, itching or a mild skin rash
WARNINGS	liver Problems, Nausea that Don't Stop loss of appetite, stomach/abdominal pain. Serious Allergic reaction to drug.

DRUG NAME	flexeril
GENERIC NAME	Amrix, fexmid, flexeril, Cyclobenzaprine
DOSAGE RANGE	5mg, 10mg
HOW TO TAKE	oral, up to 3x A day
USES	Muscle Spasms
SIDE EFFECTS	Dry mouth, headaches, dizziness, fatigue
WARNINGS	Allergy warnings,

DRUG NAME	Tylenol with Codeine
GENERIC NAME	Tylenol, Tylenol Extra strength, Tylenol 8hours
DOSAGE RANGE	15mg to 60mg 36mg, 300 to 1000mg 400mg
HOW TO TAKE	Take as needed
USES	Opioid Pain reliever
SIDE EFFECTS	dizziness, Shortness of breath, Nausea
WARNINGS	Slow breathing, drowiness. No Acholo

BEACON
Specialized Living

Medication Administration In-Service and Evaluation

Name of Facility/Home: Arlene

Employee Receiving In-Service: Tina Kurtz

Date of 1st In-Service: 12 / 17 / 20 Time: 1 : 00 am / pm Trainer: Kristen Haas

Date of 2nd In-Service: 12 / 23 / 20 Time: 12 : 05 am / pm Trainer: Lois Vasilion

Date of 3rd In-Service: 12 / 23 / 20 Time: 5 : 05 am / pm Trainer: Lois Vasilion

Date of 4th In-Service: 12 / 24 / 20 Time: 8 : 20 am / pm Trainer: Lois Vasilion

Date of 5th In-Service: 12 / 24 / 20 Time: 13 : 17 am / pm Trainer: Kristyn Emery RN

Date of 6th In-Service: / / Time: : am / pm Trainer:

Date of Final Evaluation: / / Time: : am / pm Trainer:

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	√	√	√	√	√			

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Medication Administration In-Service and Evaluation

	In-Service #	1st	2nd	3rd	4th	5th	6th	Eval.	Comments
6	c. DMA verifies medication and strength with order as transcribed on medication record per facility policy and procedure	✓	✓	✓	✓	✓			
	d. Observe Resident to ensure medication is swallowed	✓	✓	✓	✓	✓			
	e. Offer adequate and appropriate fluid with medication	✓	✓	✓	✓	✓			
	f. Medication record is signed immediately after administration of same	✓	✓	✓	✓	✓			
	g. Controlled substance record is signed immediately after administration of same	✓	✓	✓	✓	✓			
	h. Correct dose is administered	✓	✓	✓	✓	✓			
	i. Medication is administered at correct time	✓	✓	✓	✓	✓			
	j. Verify no additional MAR pages have been added	✓	✓	✓	✓	✓			
7	Infection control technique is reviewed	✓	✓	✓	✓	✓			
8	Medication via gastric tube administered per facility policy and procedure (if applicable)	✓	✓	✓	✓	✓			
	a. Resident is properly positioned, at a 45° sitting angle	✓	✓	✓	✓	✓			
	b. Tube is checked for placement and patency	✓	✓	✓	✓	✓			
	c. Tube is flushed before, between and after medications are administered	✓	✓	✓	✓	✓			
9	Injections are administered by the Resident or a DMA if there is a doctor's order present, per facility policy and procedure	✓	✓	✓	✓	✓			
	a. Syringes and needles are disposed of in sharps container, by person giving the injection without recapping	✓	✓	✓	✓	✓			
	b. Proper glucometer testing is observed. Determination of competence re: accurately perform and read glucometer testing results	✓	✓	✓	✓	✓			
10	DMA crushes medication according to facility policy and procedure ONLY with physician's orders.	✓	✓	✓	✓	✓			
11	DMA administers eye and ear medication according to facility policies and procedures	✓	✓	✓	✓	✓			
12	Side effects of psychoactive medication are noted (lethargy, hallucinations) and reported.	✓	✓	✓	✓	✓			
13	Medication administration should not interrupted. DO NOT RUSH	✓	✓	✓	✓	✓			
14	Controlled drugs are stored (Double Locked) according to facility policy and procedure	✓	✓	✓	✓	✓			
15	Residents' rights are observed	✓	✓	✓	✓	✓			
16	Location, Procedures and Documenting for administering PRN	✓	✓	✓	✓	✓			
17	Designated Medication Administrator follows facility policy and procedure for medications refused or withheld. (MER & IR written)	✓	✓	✓	✓	✓			
18	Medications are administered within time frame per facility policy	✓	✓	✓	✓	✓			

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Medication Administration In-Service and Evaluation

	In-Service #	1st	2nd	3rd	4th	5th	6th	Eval.	Comments
19	Medication errors are reported to Site Supervisor 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 Guide to Drugs Book	✓	✓	✓	✓	✓			
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.

Employee Signature _____ Date 12-24-20

Kristyn Emeny RN
Home Manager Signature _____ Date 12/24/20