





## Medication Administration In-Service and Evaluation

In-Service #	1st	2nd	3rd	4th	5th	6th	Eval	Comments
6							✓	
							✓	
							✓	
							✓	
							✓	
							✓	
							✓	
							✓	
							✓	
7								Infection control technique is reviewed
8							N/A	Medication via gastric tube administered per facility policy and procedure (if applicable)
							N/A	a. Resident is properly positioned, at a 45° sitting angle
							N/A	b. Tube is checked for placement and patency
							N/A	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



## Medication Administration In-Service and Evaluation

In-Service #	1st	2nd	3rd	4th	5th	6th	Eval	Comments
19							✓	
20							✓	
21							✓	
22							✓	
23							✓	
24							✓	
25							✓	
26							✓	

### FOLLOW UP CONCERNS

Specify time frame for completion: 1217 0414 0620  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.

K. A. Blz  
Employee Signature

4-13-21  
Date

[Signature]  
Home Manager Signature

4-13-21  
Date

# ANNUAL DMA RECERTIFICATION TEST

1. List the six patient rights:

right patient

right route

right dose

right documentation

right time

right medication

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

Yes  No Explain:

The cup has to be on a level flat surface.

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

Yes  No Explain:

You sign the controlled substance log before shift change, after shift change, anytime a medication is passed, and when the keys are being transferred to another person.

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

Yes  No Explain:

You can only crush tablet if there is a written order from the doctor.

# ANNUAL DMA RECERTIFICATION TEST

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

Yes  No Explain:

Controlled substances are stored in a double locked area.

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

Yes  No Explain:

ALL medication errors need to be reported

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

Yes  No Explain:

The keys have to be in the DMA's hands at all times

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:

You cannot use another resident's medication

# ANNUAL DMA RECERTIFICATION TEST

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

Yes  No Explain:

The glucose level has to be in normal range.

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

Yes  No Explain:

These medications are used to regulate blood pressure.

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

Yes  No Explain:

They can be given from 7am - 9am.

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

Yes  No Explain:

They are to be disposed of properly.

# ANNUAL DMA RECERTIFICATION TEST

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

Yes  No Explain:

There has to be an order for all medications.

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:

call the nurse to get permission to pass the medication and record properly

15. OTC means other than called for?

Yes  No Explain:

Over The Counter

16. One Tablespoon is equal to 30ml?

Yes  No Explain:

One Tablespoon is 15ml

# ANNUAL DMA RECERTIFICATION TEST

17. NPO means 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:

All controlled substances get destroyed by the nurse.

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

Yes  No Explain:

It's a common issue with people who take psychotropic medications

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

Yes  No Explain:

most psychotropic medications cause constipation



## How to Register for an Epocrates Account

**Objective:** Register for Epocrates.com

**User Security Access Requirements:** Available to all staff

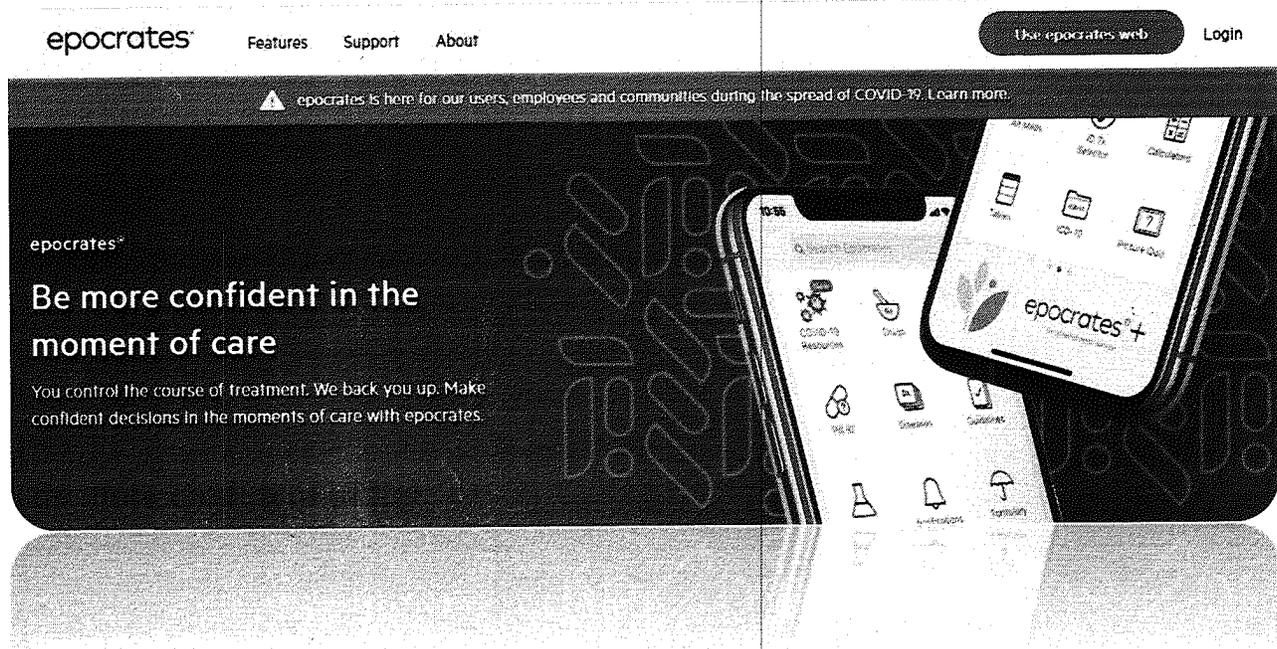
**Beacon User Role:** Available to all staff

**Timeline:** Should create an account upon initiating DMA certification training process.

### How to Register:

Pull up Google Chrome or any other web browser and go to <https://www.epocrates.com/>

You will now be the Epocrates home page.



Click on "Login" in the upper right-hand corner of the page.





A login box/registration box will pop-up.

epocrates<sup>®</sup>  
an athenahealth service

khaas@beaconspecialized.org

.....

Remember Me

Login

[Forgot your login or password?](#)

[New User ?](#)

Register Now

Click on “Register Now” to register for an account. *(Enter credential if you have already registered to access the program.)*

Fill out the form below and click “Join”. Use “Other Health Professional” for Occupation and use “49009” for your work zip. Be sure to use your Beacon e-mail.

epocrates  
an athenahealth service

Create an Account

Name

\*First: [Text Input]

\*Last: [Text Input]

\*Email: [Text Input] [Country: United States]

\*Password: [Text Input] [Confirm Password: [Text Input]]

- \* You're not a doctor or other health professional
- \* You're not a nurse or other health professional
- \* You're not a pharmacist

\*Country of Residence: [Dropdown: United States of America]

\*Work Zip/Postal Code: [Text Input]

\*Occupation: [Dropdown: Select]

By clicking, you agree to our [Privacy Policy](#) and [Terms of Use](#) and you accept our [Terms of Use](#) and [Terms of Use](#).

JOIN

Kimberly Beeching

**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

<b>Mental Illness Anxiety Disorders</b>	<b>Inhalers Allergy / Asthma</b>	<b>Hyperlipidemia Statins</b>	<b>Diabetes Endocrine &amp; Metabolic</b>
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
<b>Seizures</b>	<b>Gastrointestinal Disorder Constipation</b>	<b>Blood Pressure Meds</b>	<b>Pain &amp; Inflammation</b>
Dilantin Keppra Neurontin Topamax	Colace Miralax Prilosec Protonix Zantac	HCTZ (hydrochlorothiazide) 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.

DMA Code #1 1217

DMA Code #2 0414

DMA Code #3 0620

DRUG NAME	Klonopin
GENERIC NAME	clonazepam
DOSAGE RANGE	TAB: 0.5mg, 1mg, 2mg
HOW TO TAKE	oral
USES	seizure disorder, panic disorder, anxiety, restless leg syndrome
SIDE EFFECTS	drowsiness, dizziness, depression, fatigue, confusion, hypotension
WARNINGS	Risks from concomitant Opioid use, addiction, abuse, and misuse

DRUG NAME	Abilify
GENERIC NAME	aripiprazole
DOSAGE RANGE	TAB: 2mg, 5mg, 10mg, 15mg, 20mg, 30mg
HOW TO TAKE	oral
USES	schizophrenia, bipolar I disorder, major depressive disorder, renal dosing
SIDE EFFECTS	headache, weight gain, anxiety, insomnia, nausea
WARNINGS	Dementia-Related Psychosis, Suicidality

DRUG NAME	Norco
GENERIC NAME	hydrocodone/acetaminophen
DOSAGE RANGE	TAB: 5mg/325mg, 7.5mg/325mg, 10mg/325mg
HOW TO TAKE	oral
USES	pain, renal dosing, hepatic dosing
SIDE EFFECTS	dizziness, nausea, drowsiness, rash, vomiting
WARNINGS	Addiction, Abuse, and misuse, medication error risk, hepatotoxicity

DRUG NAME	Ativan
GENERIC NAME	lorazepam
DOSAGE RANGE	TAB: 0.5mg, 1mg, 2mg ; INJ: 2mg per mL, 4mg per mL
HOW TO TAKE	oral, injection
USES	anxiety, insomnia, status epilepticus, delirium tremens
SIDE EFFECTS	sedation, ataxia, fatigue, amnesia, confusion, hypotension
WARNINGS	Risks of concomitant Opioid use, addiction, abuse, and misuse

DRUG NAME	Risperdal
GENERIC NAME	risperidone
DOSAGE RANGE	TAB: 0.25mg, 0.5mg, 1mg, 2mg, 3mg, 4mg
HOW TO TAKE	oral
USES	Schizophrenia, bipolar disorder, Tourette syndrome
SIDE EFFECTS	appetite increase, fever, insomnia, nausea, cough, anxiety
WARNINGS	Dementia-Related Psychosis

DRUG NAME	Clozaril
GENERIC NAME	clozapine
DOSAGE RANGE	TAB: 25mg, 100mg
HOW TO TAKE	oral
USES	schizophrenia, suicide prevention, renal dosing, hepatic dosing
SIDE EFFECTS	hyperglycemia, tremor, fever, vomiting, constipation
WARNINGS	Severe Neutropenia, seizures, orthostatic hypotension, Bradycardia, Syncope

DRUG NAME	Seroquel
GENERIC NAME	quetiapine
DOSAGE RANGE	TAB: 25mg, 50mg, 100mg, 200mg, 300mg, 400mg
HOW TO TAKE	oral
USES	schizophrenia, bipolar disorder, generalized anxiety disorder
SIDE EFFECTS	dizziness, anemia, constipation, hypotension, tremor
WARNINGS	suicidality, Dementia-Related Psychosis

DRUG NAME	Zyprexa
GENERIC NAME	olanzapine
DOSAGE RANGE	TAB: 2.5mg, 5mg, 7.5mg, 10mg, 15mg, 20mg; I.V.: 5mg per mL
HOW TO TAKE	oral, injection
USES	schizophrenia, bipolar disorder, agitation, major depression disorder
SIDE EFFECTS	weight gain, tremor, dizziness, headache, insomnia
WARNINGS	Dementia-Related Psychosis

DRUG NAME	Depakote
GENERIC NAME	divalproex sodium
DOSAGE RANGE	DR TAB: 125mg, 250mg, 500mg
HOW TO TAKE	oral
USES	partial seizures, bipolar disorder, migraine headache prophylaxis
SIDE EFFECTS	headache, tremor, constipation, diarrhea, nervousness, nausea
WARNINGS	Hepatotoxicity, fetal risk, pancreatitis

DRUG NAME	Invega
GENERIC NAME	paliperidone
DOSAGE RANGE	ER TAB: 1.5mg, 3mg, 6mg, 9mg
HOW TO TAKE	oral
USES	schizophrenia, schizoaffective disorder, renal dosing, hepatic dosing
SIDE EFFECTS	nausea, constipation, headache, cough
WARNINGS	Dementia-Related Psychosis