



BEACON Specialized Living

Medication Administration In-Service and Evaluation

Name of Facility/Home: Anchor Pointe

Employee Receiving In-Service: Lupita pinedor

Date of 1st In-Service*: / / Time: : am / pm Trainer:
*This is done by a regional nurse

Date of 2nd In-Service: / / Time: : am / pm Trainer:

Date of 3rd In-Service: / / Time: : am / pm Trainer:

Date of 4th In-Service: / / Time: : am / pm Trainer:

Date of 5th In-Service: / / Time: : am / pm Trainer:

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

Date of Final Evaluation: 4 / 16 / 21 Time: 12: 00 am / pm Trainer: Fluence Lawm

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 #1	In-Service #2	In-Service #3	In-Service #4	In-Service #5	In-Service #6	Final	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							✓	



Medication Administration In-Service and Evaluation

In-Service #	1st	2nd	3rd	4th	5th	6th	Eval	Comments
6								
7							✓	
8							N/A	
							N/A	
							N/A	
							N/A	
9							✓	
							✓	
							✓	
10							✓	
11							✓	
12							✓	
13							✓	
14							✓	
15							✓	
16							✓	
17							✓	
18							✓	



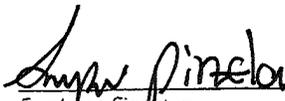
Medication Administration In-Service and Evaluation

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

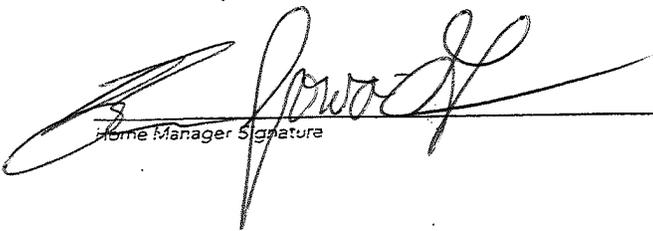
FOLLOW UP CONCERNS

Specify time frame for completion: _____ 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

4/16/21
Date


Home Manager Signature

4-16-21
Date

ANNUAL DMA RECERTIFICATION TEST

1. List the six patient rights:

Right Patient
Right Route
Right Medication

Right Date & Time
Right Dose
Right Documentation

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

Yes No Explain:

All liquid suspensions and medications must be poured
at eye level on a flat surface

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

Yes No Explain:

The Controlled Substance Log must be counted at the
beginning and end of each shift or anytime
the medication room keys are transferred from one DMA
to another DMA during shift

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

Yes No Explain:

Medications should not be crushed unless
there is a written order from physician

ANNUAL DMA RECERTIFICATION TEST

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

Yes No Explain:

Controlled medications must be stored

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

Yes No Explain:

errors have to be reported and recorded

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

Yes No Explain:

Medication Room keys have to be with
DMA for whole shift

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 borrow medications from
other clients

ANNUAL DMA RECERTIFICATION TEST

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

Yes No Explain:

only according to the clients
individual prescription instructions written
by physician

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

Yes No Explain:

These medications are antihypertensives
and used to treat hypertension

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

Yes No Explain:

Can be given ^{upto} an hour before and an
hour after

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

Yes No Explain:

must go in the Dead Box if refused

ANNUAL DMA RECERTIFICATION TEST

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

Yes No Explain:

have to have written orders or OTC

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:

Recorded as refused and on a misc note that it was refused

15. OTC means other than called for?

Yes No Explain:

over the counter

16. One Tablespoon is equal to 30ml?

Yes No Explain:

15 ml

ANNUAL DMA RECERTIFICATION TEST

17. NPO means para oral?

Yes No

Explain:

Nothing by mouth

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

Yes No

Explain:

must be counted and destroyed
by ~~appointed~~ licensed personnel plus a witness

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

Yes No

Explain:

a side effect of psychotropic
medication often causes choking and aspiration

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

Yes No

Explain:

It is often a side effect

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.



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 (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 4763

DMA Code #2 1005

DMA Code #3 9946

DRUG NAME	Flonase Allergy Relief
GENERIC NAME	Fluticasone, propionate nasal
DOSAGE RANGE	1-2 actuation in each nostril
HOW TO TAKE	Nostril passage
USES	Corticosteroid for relieving allergic rhinitis sym symptoms
SIDE EFFECTS	Nasal burning URI & headache cough
WARNINGS	NA

DRUG NAME	Clozaril
GENERIC NAME	Clozapine
DOSAGE RANGE	Tab 25mg, 100mg
HOW TO TAKE	Oral
USES	Schizophrenia, suicide prevention
SIDE EFFECTS	Visual disturbance, sleep disturbance, weight gain
WARNINGS	Seizures, myocarditis, cardiomyopathy Dementia Related psychosis

DRUG NAME	Klonopin
GENERIC NAME	Clonazepam
DOSAGE RANGE	Tab 0.5mg - 1mg, 2mg
HOW TO TAKE	Oral
USES	Seizure disorder, panic disorder, anxiety
SIDE EFFECTS	depression, confusion, fatigue, drowsiness
WARNINGS	addiction, abuse, dependence and withdrawal reaction

DRUG NAME	Lamictal
GENERIC NAME	lamotrigine
DOSAGE RANGE	25mg - 200mg Tab 2mg, 5mg, 25 > chewables
HOW TO TAKE	Oral
USES	bipolar I disorder, maintenance, partial seizures
SIDE EFFECTS	Vertigo, nausea, rash, blurred vision, back pain
WARNINGS	Serious Rash

DRUG NAME	Lithium
GENERIC NAME	generic
DOSAGE RANGE	Cap 150mg - 600mg Tab, 300mg ER tab 300mg 450
HOW TO TAKE	Oral
USES	Schizoaffective disorder, bipolar I disorder
SIDE EFFECTS	Weight gain diarrhea, rash, dizziness
WARNINGS	* Lithium Toxicity

DRUG NAME	Risperdal
GENERIC NAME	risperidone
DOSAGE RANGE	Tab 25mg - 4mg; Sol 1mg per mL
HOW TO TAKE	Oral
USES	bipolar I disorder, acute manic/mixed
SIDE EFFECTS	constipation, Fever + tremor, fatigue, insomnia
WARNINGS	Dementia-Related Psychosis

DRUG NAME	Advair Diskus
GENERIC NAME	Fluticasone propionate / salmeterol inhaled
DOSAGE RANGE	100mcg 50mcg per blister 250mcg / 50 500mcg
HOW TO TAKE	inhaler
USES	COPD maintenance tx
SIDE EFFECTS	hoarseness, throat irritation, headache
WARNINGS	N/A

DRUG NAME	Atrovent Nasal
GENERIC NAME	ipratropium bromide nasal
DOSAGE RANGE	Spray 21mcg per actuation, 42mcg per actuation
HOW TO TAKE	nasal passage
USES	rhinorrhea
SIDE EFFECTS	nausea, nasal irritation, nasal dryness
WARNINGS	N/A

DRUG NAME	Lipitor
GENERIC NAME	atorvastatin
DOSAGE RANGE	Tab 10mg, 20mg, 40mg, 80mg
HOW TO TAKE	Oral
USES	hypercholesterolemia, mixed dyslipidemia
SIDE EFFECTS	Nausea, myalgia, headache, insomnia
WARNINGS	N/A

DRUG NAME	Zocor
GENERIC NAME	Simvastatin
DOSAGE RANGE	Tab 5mg, 10mg, 20mg, 40mg, 80mg
HOW TO TAKE	oral
USES	hypercholesterolemia, mixed dyslipidemia
SIDE EFFECTS	diabetes mellitus, vertigo, gastritis
WARNINGS	N/A