

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
7	<input checked="" type="checkbox"/>			e. Offer adequate and appropriate fluid with medication						
	<input checked="" type="checkbox"/>			f. Medication record is signed immediately after administration of same						
	<input checked="" type="checkbox"/>			g. Controlled substance record is signed immediately after administration of same						
	<input checked="" type="checkbox"/>			h. Correct dose is administered						
8	<input checked="" type="checkbox"/>			i. Medication is administered at correct time						
	<input checked="" type="checkbox"/>			j. Verify no additional MAR pages have been added						
	<input checked="" type="checkbox"/>			Medication via gastric tube administered per facility policy and procedure (if applicable)						
	<input checked="" type="checkbox"/>			a. Resident is properly positioned, at a 45° sitting angle						
9	<input checked="" type="checkbox"/>			b. Tube is checked for placement and patency						
	<input checked="" type="checkbox"/>			c. Tube is flushed before, between and after medications are administered						
	<input checked="" type="checkbox"/>			injections are administered by the Resident or a DMA if there is a doctor's order present, per facility policy and procedure						
	<input checked="" type="checkbox"/>			a. Syringes and needles are disposed of in sharps container, by person giving the injection without recapping						
10	<input checked="" type="checkbox"/>			b. Proper glucometer testing is observed. Determination of competence re: accurately perform and read glucometer testing results						
	<input checked="" type="checkbox"/>			DMA crushes medication according to facility policy and procedure ONLY with physician's orders.						
	<input checked="" type="checkbox"/>			DMA administers eye and ear medication according to facility policies and procedures						
	<input checked="" type="checkbox"/>			Side effects of psychoactive medication are noted (lethargy, hallucinations) and reported.						
13	<input checked="" type="checkbox"/>			Medication administration should not interrupted. DO NOT RUSH						
	<input checked="" type="checkbox"/>			Controlled drugs are stored (Double Locked) according to facility policy and procedure						
	<input checked="" type="checkbox"/>			Residents' rights are observed						
	<input checked="" type="checkbox"/>			Location, Procedures and Documenting for administering PRN						
17	<input checked="" type="checkbox"/>			Designated Medication Administrator follows facility policy and procedure for medications refused or withheld. (MER & IR written)						
	<input checked="" type="checkbox"/>			Medications are administered within time frame per facility policy						

 Home Manager Signature *Kevin Burnett*

 Date *11/17/21*

 Employee Signature *Wela Coppuz*

 Date *11/17/21*

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.

Specify time frame for completion: N/A

FOLLOW UP CONCERNS

In-Service #	1st	2nd	3rd	4th	5th	6th	Eval.	Comments
19	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medication errors are reported to Site Supervisor and RN					
20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medication area is cleaned and locked after completion of medication administration					
21	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Designated Medication Administrator can identify action and common side effects of medications administered					
22	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved Abbreviations List is reviewed					
23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Seizure precautions and documentation					
24	<input type="checkbox"/>	<input checked="" type="checkbox"/>	After hour procedures, procedures for found/spilled medication, location of Guide to Drugs Book					
25	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2nd Staff Verification, what it is, when it is needed, and how to document it					
26	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Refusal of Medication procedures (prompt 3 times, then write appropriate documentation)					

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