



BEACON
Specialized Living

Medication Administration In-Service and Evaluation

Name of Facility/Home:

Ramire Henry (chesterfield)

Employee receiving In-Service:

Ramire Henry

Date of 1st In-Service: 3/30/22 Time: 8 am/pm L&D:

Pbranny

Date of 2nd In-Service: 4/1/22 Time: 8 : (am/pm) Medical:

Pbranny

Date of 3rd In-Service: 4/1/22 Time: 8 am/pm DMA TTT:

Pbranny

Date of 4th In-Service: 4/3/22 Time: 8 am (pm) DMA TTT: Pbr

Date of 5th In-Service: 4/3/22 Time: 8 (am) pm DMA TTT: Pbr

Date of 6th In-Service: 4/4/22 Time: 8 (am) pm HM:

Pbr

Date of Final Evaluation: 4/4/22 Time: 10 (am) (pm) DMA TTT:

Pbr

All staff must complete DMA class, Medical class, Homework and DMA Test in LMS

along with In-Services and Final Evaluation for certification.

Code #1 3571 Code #2 0241 Code #3 3671

In-Service #		1st	2nd	3rd	4th	5th	6th	Eval.	Comments	
1.	MEDICATION AREA-									
	a. Location of ample supplies before administration.	_____								
	b. Report medication that is 10 days or less. Check expiration dates on all medication (special attention to epi-pen, prn medication not commonly used). If a medication is not available contact management and medical to obtain medication or further direction. This	_____								



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	must also be reported to recipient rights as medication error verbally and then followed up with an event report								
	d. Location of all medication: Internal, External, Refrigerated, Controlled Substances, PRN's. Medications are separated. Location of: High Alert Board, Sharp's container, Medication posting binder, Prescription Book, Medication Book.								
	c. Area is clean, organized, and locked.								
2	DMA washes hands before administering medications and between each Resident when a sink is in the medication room. If not, wash hands before and between each 3 rd person, always sanitizing between each. Sanitizing and wearing gloves is never a substitute for handwashing. Masks should be worn at all times when out of the medication room when required								
3	Medication keys are retained by DMA. When completing DMA change complete appropriate documentation. This is to be completed at shift change and the staff must attest that all medications and event reports written, when applicable								
4	A resident is identified per facility policy and procedure before administering meds. At least 2 patient identifiers per Joint Commission National Patient Safety Goals.								
5	All medications require a prescription including lotions, creams, powders, and OTC medication.								
6	Vital signs are taken per facility policy before 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. Follow vital range guidelines unless otherwise specified with a written prescription by the prescribing physician.								
7	c. Beacon vital sign ranges are as follows: Temperature 96-99, Pulse 50-100, Respirations 12-20, Low blood pressure 90/50 or below, High blood pressure 160/90 or higher								
8	Medications Administration per facility policy and procedure: to include a review of the '6 Rights'. Right, Resident, Right Route/Method, Right Medication, Right Time/Date, Right Dose, Right Documentation. Medication administration should not be interrupted, do NOT rush.								
	a. Medications are properly removed from container/blister pack and (.) dot is placed in the appropriate box on MAR. If on EMAR a check (☑) is placed in the appropriate box.								



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	c. Insulin Pen and vials are to be dated 28 days out once they are open or used. Pay special attention to storage instructions. Pens are refrigerated before first use. Vials are refrigerated. Bottles and pens must be labeled with the expiration dates								
11	DMA crushes medication according to facility policy and procedure ONLY with written physician's orders. Note: Does it specify in pudding, yogurt, applesauce, and follow orders.								
12	DMA administers eye and ear medication according to facility policies and procedures.								
13	Inhalers should be disinfected between use. If multiple inhalers are used separately by 5 minutes. Always swish and spit after steroid inhalers to prevent infection.								
14	Medication prescription, label, and MAR should all match. Generic and Brand Names should be on the label. Prescriptions can be verified in the binder in the medication room and/or NextStep.								
15	When a resident is leaving for an LOA ensure you are completing the Release of Responsibility for Medication, if 2 nd staff is available best practice would be to have both staff count medication being released. This would be the same process upon return. Ensure staff and party it was released to sign upon leave and return. *Send all medication including PRN's								
16	When a resident is leaving on an outing or signing out, ensure they are taking their epi-pen, rescue inhaler, and any other applicable medication and completing appropriate documentation. *Sunblock if applicable								
17	Residents' rights are observed. Residents have the right to privacy. Rights to receive their medication as prescribed and right to refuse medication.								
18	Location, Procedures, and Documenting for administering PRN including checking history and completing follow-up. PRN medication must be administered as prescribed for a specified reason.								
19	DMA follows facility policy and procedure for medications refused or withheld. (ER/ IR written as applicable along with misc. note)								
20	Medications are administered within the time frame per facility policy and procedure. There is a 1 hour before and 1 hour after the time frame for medication administration. Once outside the time frame, there is an additional 30 minutes before you must contact medical to receive approval to administer medication.								
21	Medication errors are reported to Home Manager, Regional Nurse, and prescribing physician. An IR/ER and misc. note must be completed before the end of the shift. If medication is given to the wrong resident contact poison control immediately followed by medical.								



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[Handwritten Signature]

Employee Signature

4/14/22

Date

Pam L...

Home Manager Signature or DMA TTT

4/4/22

Date