

Health Counseling Services Medication Administration CERTIFICATE OF COMPLETION

This Certificate of Completion verifies that

Melinda Winczewski

has attended six hours of training in Medication Administration

on 4/11/23 (Date test was taken)

and has received a score of 85 % on the written examination.

☒ *Passed Written Examination* ☐ *Did not pass Written Examination*

A score of 85% or greater is required to pass this examination.

Health Counseling Services recommends that staff members who do not pass the course:

- ☐ Retake the complete HCS Medication Administration course.
- ☐ Attend the HCS Review and Retest/Blended Learning Medication Administration course.

This course is designed for unlicensed staff who are responsible for medication administration or assistance in community settings. These facility settings include group homes, foster care homes, assisted living sites, board and lodging residences, halfway houses, day training, sheltered workshops, and residential treatment centers. Course content includes training on:

- Medications common in community settings.
- Classifications and indications.
- Side effects and allergic reactions.
- Medication administration procedures.
- Medication transcription procedures.
- Documentation and reporting errors.
- Abbreviations and terminology.
- Using a drug reference resource.
- Medication storage and security.
- Legal responsibility and accountability.
- Setting up medications for time away from facility.

This certificate indicates the above-stated person has received six hours of medication administration training. Separate documentation is required for observed skill assessment. This course is not intended to compete with or replace the state-approved forty-eight hour medication training course necessary to become a Trained Medication Aide.

HCS recommends that you discuss specific policies and procedures with your facility supervisor and any additional requirements your facility may have for medication administration.

HCS encourages students to keep a duplicate copy of this certificate for their personal records.



Elizabeth M. Moore
Nurse Signature