

Policy U-7
FLORIDA STATE UNIVERSITY
COLLEGE OF NURSING

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TITLE: MEDICATION ADMINISTRATION

POLICY: Prior to any medication administration, student is to obtain a report from the nurse regarding patient status, planned procedure, and special consideration for the day

RATIONALE: Any student's participation in a clinical experience requires that she/he meet the professional standards of behavior that ensure patient comfort and safety.

PROCEDURE:

1. Student's preparation phase: Med check # 1

- a. Obtain MAR
- b. Check MAR with original order
- c. Check medication drawer for each medication listed on MAR; check Expiration date.
- d. Request needed medications from pharmacy
- e. Look up meds listed on MAR
- f. Put oral medications due for administration into plastic med cup (leave in Wrapper) as review MAR: Med check #1
- g. Gather equipment for parenteral meds.

2. Faculty and Student preparation phase: Med check #2

- a. Student to place meds on MAR: top to bottom sequence
- b. Student to go through each medication for 5 rights
- c. Student to discuss medication with faculty:
 1. Assessments needed and completed with findings reported to staff Nurse/Preceptor.
 2. Normal dosage and range
 3. Category of med
 4. Cellular action
 5. Purpose for this patient
 6. Major untoward side effects
 7. Patient education needs
 8. Special nursing implications-discuss with staff nurse/preceptor.
- d. Record findings R/T specific medication directly on MAR. (BP, HR, INR, PT/PTT, labs)
- e. Student to prepare injectable or IV meds with faculty observation.
- f. Student to prepare NG or Peg meds with faculty observation
- g. Heparin/Insulin dosages are to be verified by two persons

3. Student administration of medication phase: Med check #3

All students are to confirm patient identification with two methods per JACHO

Requirements (patient bracelet and birth date)

- a. Term I, Term II: faculty to accompany student for all medication administration.
- b. Term III, IV, V: faculty/designated preceptor to accompany student for all NG, PEG, parenteral medications (including IV's). Student may administer po meds Independently **after** approval by faculty. Faculty/designated preceptor must do Med check #2 with student.
- c. Med check #3 occurs at the bedside: with MAR: student is to review each medication, going through 5 rights. At this point oral medications is to be opened.*

*If medication is to be prepared for NG or Peg administration, Med check #3 would occur at med cart with appropriate crushing device.

4. Documentation phase

- a. MAR is to be signed
- b. Focus charting for any prn med is done (i.e. pain medications)

5. Narcotics

- a. Only faculty/designated preceptor will have access to the narcotic keys.
- b. Students may obtain narcotics only in the presence of faculty/designated Preceptor.
- c. Narcotic count for medication to be obtained is to be verified and co-Signed with faculty/designated preceptor.
- d. Students are not permitted to set up or refill PCA/PCE equipment.

Approved by:

Management Team	3/03/04	
Faculty	3/26/04	4/18/08
Dean	4/01/04	4/18/08

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Attachment #1

Medication Administration
EMAR system

1. Student's preparation phase: Med check # 1

- a. Obtain MAR/medication worksheet
- b. Check MAR/medication worksheet with original order
- c. Check medication drawer for each medication listed on MAR; check expiration date.
- d. Request needed medications from pharmacy
- e. Look up meds listed on MAR/medication worksheet
- f. Gather together oral medications due for administration (leave in wrapper) as review MAR/medication worksheet: Med check #1
- g. Gather equipment for parenteral meds.

2. Faculty and student preparation phase: Med check # 2

- a. Student to review meds with MAR/medication worksheet: top to bottom sequence
- b. Student to go through each medication for 5 rights
- c. Student to discuss medication with faculty:
 1. Assessments needed and completed with findings reported to staff nurse/preceptor.
 2. Normal dosage and range
 3. Category of med
 4. Cellular action
 5. Purpose for this patient
 6. Major untoward side effects
 7. Patient education needs
 8. Special nursing implications – discuss with staff nurse/preceptor.
- d. Record findings R/T specific medication. (BP, HR, INR, PT/PTT, labs)
- e. Student to prepare injectable or IV meds with faculty observation.
- f. Student to prepare NG or Peg meds with faculty observation.
- g. Heparin/insulin dosages are to be verified by two persons.

3. Student administration of medication phase: Med check # 3

- a. Portable computer, the MAR/medication worksheet, and the medications are together in the patient's room
- b. The student will identify the patient using the MAR/medication worksheet and the patient's identification band.
- c. The instructor will log on to the computer and access the patient's information.

- d. The instructor, or the student under direct supervision, will scan the medications.
- e. The patient's identification band will be scanned as prompted by the computer BEFORE medication is administered.
- f. All computer prompts must be answered before medication may be administered.
- g. Students are permitted access to accu-dose system only in the presence of the faculty/designated preceptor.

4. Documentation phase

- a. Documentation must address all computer prompts prior to administering medication.
- b. Focus charting for any prn med is done (i.e. pain medications)

5. Narcotics

- a. Only faculty/designated preceptor will have access to the accu-dose system.
- b. Students may obtain narcotics only in the presence of faculty/designated preceptor.
- c. Narcotic count for medication to be obtained is to be verified and co-signed with faculty/designated preceptor.
- d. Students are not permitted to set up or refill PCA/PCE equipment.