

## **Course Objectives**

### **Section A - Prerequisite Skills Review and Validation**

At the completion of this section, the student should:

1. Demonstrate correct technique in obtaining and recording a blood pressure.
2. Demonstrate correct technique in obtaining and recording a radial and apical pulse.
3. Demonstrate correct technique in obtaining and recording a respiratory rate.
4. Demonstrate correct technique in obtaining a temperature.
5. Demonstrate correct technique with assisted glucose monitoring.

### **Section B - Medication Aide in Adult Care Homes**

At the completion of this section, the student should:

1. Identify the general role of a Medication Aide.
2. Explain the expectations of the role of a Medication Aide.

### **Section C - Legal and Ethical Responsibilities**

At the completion of this section, the student should:

1. Recognize legal implications of negligence, fraud and diversion.
2. Recognize issues around medication administration errors.
3. Explain the resident's rights to privacy, confidentiality and refusal.

### **Section D - Overview of Medication Administration**

At the completion of this section, the student should:

1. Demonstrate proficiency and safety in preparation of medications.
2. Recognize commonly used abbreviations and terminology related to medication administration.
3. Demonstrate proficiency in reading a medication label.
4. Identify the Six Rights to administer medications.

### **Section E - Medication Orders & Medication Administration Record (MAR)**

At the completion of this section, the student should:

1. Transcribe orders onto the Medication Administration Record (MAR) correctly – use proper abbreviations, calculate stop dates correctly, transcribe PRN orders appropriately, copy orders completely and legibly and/or check computer sheets against orders and apply to the MAR, and discontinue orders.
2. Describe the responsibility of the Medication Aide in relation to FL-2, physician's orders and medication administration record (MAR).

### **Section F - Using the Medication Administration Record (MAR)**

At the completion of this section, the student should:

1. Compare and contrast the documentation of routine medication administration and PRN medication administration.
2. Demonstrate the use of the Medication Administration Record (MAR).
3. Identify the three checks between medication label and MAR when administering medications.
4. Describe the action to take when a medication is not administered due to refusal or omission.

### **Section G - Infection Control**

At the completion of this section, the student should be able to:

1. Understand the importance of hand hygiene, demonstrate hand washing techniques, demonstrate alcohol-based hand rub technique, and demonstrate the proper way of putting on and taking off clean gloves.
2. If applicable, the student should be able to understand the importance of standard precautions for assisted glucose monitoring and administering injections.

### **Section H - Medication Administration Supplies**

At the completion of this section, the student should be able to:

Demonstrate understanding in preparing a clean, well lit and well supplied work area from which to safely administer medications.

## Course Objectives

### **Section I – Administering Medications**

At the completion of this section, the student should:

1. Use the Six Rights to administer oral, topical, eye, ear, inhalant, and nasal medications – right resident, right medication, right dose, right route, right time, and right documentation.
2. Identify proper action to take when crushing or cutting medications in relation to medication administration.

### **Section J - Skills Checklists**

At the completion of this section, the student should:

1. Complete the Skills Checklists without comments or instructions from your instructor/evaluator.
2. Achieve the goal of “Pass” by demonstrating the skills as outline on the checklist and completing them in the time allowed.

### **Section K – Ordering, Storage and Disposal of Medications**

At the completion of this section, the student should:

1. Describe procedures for reordering medications and ensuring medications ordered are available for administration.
2. Describe correct storage and securing of medications.
3. Maintain an accurate inventory of controlled substances.
4. Identify the procedures for disposal of medications.

### **Section L – Handouts**