

**Skill #4A: General Medication Administration  
Preparation Steps**

Student Name \_\_\_\_\_

Skills Performance Objectives/Steps	Performed Correctly?	
	Yes	No
1. Gather appropriate materials		
2. Cleanse hands		
3. Prepare work area to be well lit, well stocked, and clean		
4. Check the MAR for medication allergies		
5. Check for special information if needed prior to giving the medication, such as pulse or BP		
6. Begin the SIX RIGHTS of medication administration <ul style="list-style-type: none"> <li>a. Select correct MAR for <b>Right RESIDENT</b></li> <li>b. Select <b>Right MEDICATION, Right DOSE, Right TIME</b> and <b>Right ROUTE</b> comparing the MAR to the label while performing the three label checks               <ul style="list-style-type: none"> <li>• When selecting the medication from the storage area</li> <li>• Before pouring the medication</li> <li>• After pouring and before returning the medication to the storage area</li> </ul> </li> </ul>		
7. Use clean technique when pouring or preparing medications into the appropriate container, without touching medication		
8. Prepare <b>Right DOSE</b> for <b>Right ROUTE</b>		
9. Identify the <b>Right RESIDENT</b> using multiple ID checks		
10. Explain to the resident what you are going to do. If there are special things you need them to do, tell them now		
11. Administer medication at <b>Right TIME</b>		
12. Assist resident with medication administration if needed		
13. Oral Medications <ul style="list-style-type: none"> <li>• Offer adequate fluids with medications</li> <li>• Observe resident taking the medications; being sure all oral medications have been swallowed</li> </ul>		
14. Cleanse hands		

**Continue to Subsequent Steps**

Pass  Redo

**Comments:**

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Evaluator Name/Credentials

\_\_\_\_\_  
Date