

Administering Oral and Non-injectable medications

- A quick easy breakdown for MA students

The 7 rights of medication administration

Prior to administering any medication to any pt, the MA should follow a standard format checklist:

1. Right pt
2. Right medication
3. Right dose/amt
4. Right route/method
5. Right time/schedule
6. Right documentation
7. Right technique

A medication error involves one or more of the following:

- Correct drug given to wrong pt
- Wrong drug given to correct pt
- Wrong dose
- Wrong documentation in pt chart
- Drug given by wrong route

Medication orders are direct and complete instructions composed by the provider or other licensed practitioners for administering medications to a pt while they are in the facility or office. The medication order is generally entered in the electronic record as a permanent part of the pts chart. If the order is incomplete, or unclear, the order must not be carried out until it is clarified. Elements of a correct and complete medication order include:

- Full name of pt
- Name of medication
- Dosage
- Route of administration
- Frequency the medication is ordered
- Date and time order is written
- Specific instructions
- Signature of provider

Many factors must be included in recording medication information in the pts chart. The following list of details that should be included:

- Who. who ordered the medication and who should take it
- What. what medication was administered
- When. the date and time the medication is administered should be recorded
- Where. Refers to the route of administration of the medication
- Why. info regarding the reason the medication is being given to the pt

If any conditions were not met or any variances made, this should also be noted

Routes of administration:

- Oral, sublingual, inhalation, intradermal, buccal, drops, intra-arterial, intranasal, intraosseous, intrathecal, intravenous, ophthalmic, otic, rectal, subcutaneous, topical, transdermal, vaginal

Medication errors are the most common medical errors and cost billions of dollars each year. If an error is made, NEVER try to cover it up, even if the intent is to protect the practice

The most common method of administering medications is orally. These forms include pills, tablets, capsules, caplets, lozenges, syrups, sprays, and other liquids. The most obvious advantage is convenience. if a pt exhibits intolerance or an adverse reaction to an oral medication, the remedy might be to simply discontinue the medication. Oral medications are also easily stored and generally more economical for the medical practice and for the pt. Oral medication administration requires care but is generally associated w/ lower risk and is less expensive than medication given by injection. It is also easy for a pt or family member to self administer

Summary

- The 7 rights of medication administration must always be followed to avoid medication errors
- Drugs may be administered by many routes, depending on the rate of absorption desired, distribution, biotransformation, and elimination
- Medication orders differ from prescriptions in that they are direct and complete instructions composed by the provider for administering medications to a pt while they are in the facility or office
- Abbreviations should be used carefully. When there is any question of the correct abbreviation, the word should be spelled out instead to avoid confusion
- Documentation of immunizations requires additional information beyond what is required for medications, including the name of the manufacturing pharmaceutical company, lot #, serial # (if applicable), and containers exp date
- Non Injectable medications include those delivered by the following routes: oral, inhaled, topical, rectal, vaginal, and urethral