



Policy Name: <p style="text-align: center;">SELF-ADMINISTRATION OF MEDICATION</p>	Policy Number: <p style="text-align: center;">0217</p>
Approved By: <p style="text-align: center;">Executive Team</p>	Effective Date: <p style="text-align: center;">MAY 9, 1999</p>
Reason for Revision: Click on item below and select item from list. <p style="text-align: center;">CONTENT- Enter BELOW Reason for change Ex: Combined Policy ## and ##.</p> <p style="text-align: center;">Minor changes to the wording in 6d.</p>	Date Revised: <p style="text-align: center;">September 27, 2021</p> Next Date for Review: <p style="text-align: center;">September 27, 2024</p>
Section: <p style="text-align: center;">Section 02 - Pain and Symptom Management</p>	Page No: <p style="text-align: center;">Page 1 of 2</p>

Policy

When appropriate, The Salvation Army Agape Hospice supports clients who are capable and request to administer own medications. This will be an exception to most hospice admissions.

APPLICABILITY

Physicians, Registered Nurses (RN)

POLICY ELEMENTS

1. The RN will complete the Medication Self-Administration Checklist to assist in deciding if the resident is capable of safely self-administering medications, if/when the resident requests to do so. The RN must be satisfied that the resident can state the purpose, correct dosage, and frequency of each medication, and that he/she is physically able to self-administer medications. Once completed, the RN will discuss with the physician whether the resident should be self-administering medications.
2. A physician's order is required stating that medications may be left in the resident's room and that a resident may self-administer selected medications. This must also be documented on the resident's Care Plan.
3. Prior to starting self-medications, the RN is responsible for resident teaching related to self-administration of medication. Teaching given is to be documented in the resident's health record. This includes:
 - Drug name, time, and indication for use
 - Route and proper administration of the medication.
4. Residents participating in self-administering of medications will be observed for compliance with the medication regimen. The RN on duty each shift is responsible for monitoring the resident's capability for self-administration, repeating the Medication Self-Administration Checklist as necessary. Two indicators of when a re-assessment is necessary are:
 - If the resident is unable to physically administer the medications,
 - If the resident Confusion Rating Scale is greater than 0.



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5. The RN will collaborate with the Physician and resident to decide when it is necessary for the RN to assume the task of medication administration.
6. Medications may be left at the bedside provided:
 - a) There must be a physician's order permitting medications to be left at the bedside for ALL medications self-administered. This includes all types of medications, including but not limited to creams, drops, and Nitroglycerine sublingual sprays.
 - b) Medications shall be properly labelled, in either the original containers or in a container supplied by pharmacy labeled with resident's name, date, medication name, dose and strength, physician's name, and quantity to be supplied to the resident at the bedside;
 - c) Medications shall be locked in a secure cupboard, drawer, or lock-box in the resident's room. Medications shall not be left out in the open.
 - d) Environment, other residents/visitors will be taken into consideration when considering this practice.
 - e) No high-alert medication shall be left at the bedside.
7. At the end of each shift the RN is responsible to record amounts of medications used, re-supply medications as necessary, and document on the MAR, noting the medication was self-administered.
8. If medication was not taken by the resident, the RN will determine why and assist in troubleshooting if possible, and document accordingly in the in the resident's health record.

REFERENCES

- Alberta Health Services. (2014). PS-30 Medication Administration [Interim] Policy. November 15, 2016.
- Alberta Health Services. (2014). PS-30-01 Medication Administration [Interim] Procedure. February 3, 2014.
- College of Registered Nurses of Alberta. (2015). Medication Guidelines. March 2015

REQUIRED FORMS AND EQUIPMENT REFERENCES

1. Medication Self-Administration Checklist