

Medication Administration Competency Checklist

Date:	
Employee Name:	
Preceptor/Evaluator's Name:	
Competency:	Medication Administration

INDICATORS OF PERFORMANCE LEVEL SUMMARY

How Met		Level of Competency	
O	Direct Observation/Return Demonstration	1	Below expected standards
V	Verbalization/Discussion	2	Fully meets standards
T	Test	3	Well above standards. May present peers
N/A	Not applicable		

If overall performance or competency is rated below the minimum competency level of 2, that performance or competency must be reassessed within 30 days of this review.

The employee demonstrates skills and competence in the following:	How Met	Level of Competency 1 2 3	Evaluated by:
Reviewed ____ policy # PHAR-946-211, NUR-804-019, PHAR-740-729			
1. Check medication on HMS and/or physician orders.			
2. Identifies correct medication patient dose, time, and route before administering medication.			
3. Administers medication by the route ordered according to appropriate protocol.			
4. Charts all medication administered using appropriate charting forms. -Chart site of injection -Chart accurate time of administration.			
5. Demonstrate knowledge of reporting adverse reactions to pharmacy and physician.			
6. IV drip calculation.			
7. Correct labeling procedure for IV tubing.			
8. Demonstrate correct IV push IV bolus techniques			
9. Demonstrate correct IM techniques, SQ technique, Z-track technique			
10. Demonstrate correct Precautions when delivering PO medication.			
11. Demonstrate proper care and flushing of Heparin Locks.			
12. Demonstrate application of topical medication.			
13. Demonstrate proper handling and documentation regarding narcotics, including narcotics count.			
14. Demonstrate correct use of the IV Pump, PCA pump, and enteral feeding pump.			
15. Documentation of medication administration.			
16. Objectives: Safely administers medication to assigned group of patient.			
17. Review orders			
18. Verbalizes indications, contraindications, and side effects of meds to be given.			
19. Dispense medication using aseptic technique, and states the "5 Rights" of administration.			
20. Confirm drug dose and time against MAR (Medication Administration Record)			
21. Check for compatibility of all drugs prior to administration.			

Medication Administration Competency Test

S Nieto



Medication Administration Competency Test:

Medication Error Rates Felicia Dunbar, AI, 2025-02-21 *Medication Error Rates* investigates the pressing issue of medication errors within hospitals highlighting their frequency causes and impact on patient safety and healthcare outcomes These errors which can occur during prescribing dispensing or administration not only endanger patients but also impose a substantial financial burden on healthcare systems The book emphasizes the necessity of understanding the factors that contribute to these errors from workload and communication breakdowns to inadequate training and technology related issues to implement effective prevention strategies The book uniquely integrates diverse data sources providing a comprehensive view of medication error trends in clinical settings It connects concepts from pharmacology healthcare administration and human factors engineering to address systemic inadequacies and design safer systems By analyzing specific error types such as wrong dose administrations and drug drug interaction oversights the book pinpoints high risk medications and patient groups For instance errors related to high alert medications like insulin and anticoagulants can have particularly severe consequences Structured to systematically address medication safety the book begins with fundamental concepts and error classification It progresses through the root causes and specific error types culminating in evidence based prevention and mitigation strategies These strategies include technological solutions policy enhancements and staff training programs all aimed at improving medication management and reducing preventable medication errors *Risk Management Handbook for Health Care Organizations* American Society for Healthcare Risk Management (ASHRM), 2009-03-27 *Risk Management Handbook for Health Care Organizations Student Edition* This comprehensive textbook provides a complete introduction to risk management in health care *Risk Management Handbook Student Edition* covers general risk management techniques standards of health care risk management administration federal state and local laws and methods for integrating patient safety and enterprise risk management into a comprehensive risk management program The Student Edition is applicable to all health care settings including acute care hospital to hospice and long term care Written for students and those new to the topic each chapter highlights key points and learning objectives lists key terms and offers questions for discussion An instructor s supplement with cases and other material is also available American Society for Healthcare Risk Management ASHRM is a personal membership group of the American Hospital Association with more than 5 000 members representing health care insurance law and other related professions ASHRM promotes effective and innovative risk management strategies and professional leadership through education recognition advocacy publications networking and interactions with leading health care organizations and government agencies ASHRM initiatives focus on developing and implementing safe and effective patient care practices preserving financial resources and maintaining safe working environments **Study Guide and Procedure Checklist Manual for Kinn's The Clinical Medical Assistant - E-Book** Brigitte Niedzwiecki, Julie Pepper, 2022-06-23 Designed to support the trusted content in Kinn s The Clinical Medical

Assistant 14th Edition this study guide and procedure checklist manual is the essential review and practice companion to reinforce key concepts encourage critical thinking and ensure your mastery of clinical medical assisting content This robust companion guide offers a wide range of exercises to reinforce your understanding of common clinical skills including new certification preparation questions that offer additional practice for certification exams a new chapter review of medical terminology and anatomy and need to know workplace applications Trusted for more than 60 years Kinn s Clinical Study Guide and Procedure Checklist Manual also features competency checklists to clearly assess your performance and progression from day one until you land your first job as a Medical Assistant Hundreds of practice questions test your knowledge and comprehension with vocabulary review multiple choice fill in the blank and true false questions Skills practice workplace applications and online activities promote your critical thinking skills Procedure checklists help you track your performance of key toward mastery of key skills and job readiness Work products allows you to provide documentation or file in professional portfolios to use in job searching Chapter by chapter correlation with the textbook allows you to easily test your comprehension as you go Perforated pages are easily removed for on the go study or turn in assignments and evaluations NEW Chapter reviews medical terminology anatomy and physiology and pathology to help you build a solid medical foundation NEW Streamlined presentation of the material combines chapters in an easier to read format NEW Certification Preparation questions help you focus on becoming certification ready from Day 1

Risk Management

Handbook for Health Care Organizations, 3 Volume Set ,2011-01-06 Continuing its superiority in the health care risk management field this sixth edition of The Risk Management Handbook for Health Care Organizations is written by the key practitioners and consultant in the field It contains more practical chapters and health care examples and additional material on methods and techniques of risk reduction and management It also revises the structure of the previous edition and focuses on operational and organizational structure rather than risk areas and functions The three volumes are written using a practical and user friendly approach

Study Guide for Kinn's Medical Assisting Fundamentals E-Book Brigitte Niedzwiecki,2021-11-23 Get the review and practice you need to master essential medical assisting skills Corresponding to the chapters in Kinn s Medical Assisting Fundamentals 2nd Edition this study guide offers a wide range of exercises to reinforce your understanding of administrative and clinical competencies Review questions test your proficiency with subjects such as anatomy and physiology medical terminology math basics and key administrative and clinical concepts Hands on activities and competency checklists help you apply your knowledge to patient care The 2nd edition adds coverage of expanded skills approved in many states It s all the review and practice you need to succeed in the classroom and begin preparing for a successful and rewarding career as a Medical Assistant Review and practice supports educational competencies and certification test plan coverage Focus on foundational areas includes a solid review of medical terminology anatomy and physiology and basic math calculations Vocabulary review multiple choice fill in the blank and true false

questions test student knowledge and understanding of key concepts Skills Concepts Word Puzzles Case Studies Workplace Applications and Internet Activities enhance study with application and critical thinking exercises Chapter review quizzes assess student comprehension and serve as an excellent review for classroom and certification exams Procedure Checklists help students confirm mastery of key administrative and clinical skills Work Products provide documentation of key tasks and help in building a skills portfolio NEW chapters on intravenous procedures and limited scope radiography provide coverage of expanded Medical Assisting functions approved in many states NEW Expanded content addresses behavioral health catheterization procedures disease states medical office organization expanding MA roles and more

Respiratory Care Clinical Competency Lab Manual Sandra T Hinski, 2013-12-10 Respiratory Care Clinical Competency Lab Manual provides the practical skills needed to apply classroom theory to clinical practice This text has the flexibility to be used in conjunction with all other respiratory care titles as well as in other disciplines that require competencies in respiratory therapy With detailed step by step procedures supporting procedural illustrations hands on lab exercises case studies and critical thinking questions this text helps you understand and apply theoretical knowledge by demonstrating specific skills Procedural competency evaluation forms help you to assess your progress and performance of specific procedures Detailed structured lab activities provide hands on opportunities to assess psychomotor and patient communication skills in a controlled environment Content correlation to NBRC combined CRT RRT exam content outlines helps you better prepare for credentialing exams Step by step procedural competencies prepare you for the RT competency areas established by the American Association of Respiratory Care AARC and meet the national practice standards for patient care Up to date coverage of current technology equipment Clinical Practice Guidelines CPGs CPR guidelines and CDC recommendations and mass casualty disaster management equips you with the most state of the art training for respiratory care Integration of case based questions within the lab activities helps you develop and promote your critical thinking abilities UNIQUE Coverage of polysomnography addresses clinical evaluation in this expanding specialty area Over 200 images provide visual guidance on how to perform procedures UNIQUE Reality Check boxes arm you with practical knowledge on real world application of various procedures UNIQUE Tip boxes supply you with helpful pointers for the clinical arena Glossary of terms offers quick reference to terms presented in the text

Mosby's Textbook for Medication Assistants - E-Book Karen Anderson, 2021-11-11 Gain the knowledge and skills you need to safely administer medications Mosby's Textbook for Medication Assistants 2nd Edition covers the principles and techniques of drug administration for common drugs and over the counter medications It addresses topics such as basic pharmacology the effect of drugs on body systems delegation and lifespan considerations ethics and laws and math skills for accurate dosage calculation Written by Karen Anderson this text is a complete guide to the medication assistant's role function and scope of practice Step by step procedures are divided into manageable segments with instructions for each skill Clear easy to read writing style makes it easy to understand what you

ve read Documentation reporting and recording is discussed for each drug Focus on Communication boxes suggest what to say and questions to ask when interacting with patients residents family and nursing staff Focus on Older Person boxes provide age specific considerations when administering drugs to older patients Promoting Safety and Comfort boxes highlight safe guidelines for administering drugs Delegation Guidelines call out the information the aide should obtain from the nurse and the care plan for delegated tasks Chapter Review Questions at the end of each chapter help you evaluate your comprehension Arithmetic Review in the appendix covers the basic math skills you need for calculating and checking medication dosages Key Terms are defined at the beginning of each chapter to help you understand key terminology NEW Updated drug content includes current brand names dosages effects and side effects NEW Infection Prevention chapter is added NEW Full color drawings and photos are updated to illustrate key concepts and techniques NEW Updated and simplified coverage of disease helps you understand how and when drugs are used to treat different diseases NEW NCLEX review questions are now available on the Evolve companion website [Study Guide and Procedure Checklist Manual for Kinn's The Medical Assistant - E-Book](#) Brigitte Niedzwiecki, Julie Pepper, P. Ann Weaver, 2022-06-18 Designed to support the trusted content in Kinn's The Medical Assistant 14th Edition this study guide is the essential review and practice companion to reinforce key concepts encourage critical thinking and ensure that you learn to master and apply key medical assisting content This robust companion guide offers a wide range of exercises to reinforce your understanding of common administrative and clinical skills including new certification preparation questions that offer additional practice for certification exams a review of medical terminology and anatomy and need to know workplace applications Trusted for more than 60 years as a key part of the student journey from classroom to career it also features competency checklists to clearly assess your performance and progression from day one until you land your first job as a Medical Assistant Comprehensive coverage of all administrative and clinical procedures is built from Medical Assisting accreditation standards and competencies Hundreds of practice questions multiple choice true false fill in the blank help students with essential content review and practice Skills practice workplace applications and online activities promote critical thinking before students enter practice Procedure checklists help students track their performance of every procedure included in the textbook Work products allows students to provide documentation of skills mastery for classroom or job searching requirements Chapter by chapter correlation with the textbook allows students to easily follow core textbook competencies Perforated pages for on the go study or turn in assignments and evaluations NEW Chapter reviews medical terminology anatomy and physiology and pathology to reinforce key foundational knowledge NEW Expanded content on medical office accounts collections banking and practice management prepares students to step into the role of a Medical Assistant NEW Certification Preparation questions help students focus on certification from the beginning of their studies NEW Streamlined presentation combines chapters and focuses on need to know content **Resources in Education** ,1998 *Kinn's Medical Assisting*

Fundamentals Brigitte Niedzwiecki, Julie Pepper, P. Ann Weaver, 2018-08-31 Launch your Medical Assisting career with Kinn's Medical Assisting Fundamentals Administrative and Clinical Competencies with Anatomy RMA and CMAS from American Medical Technologist CCMA and CMAA from the National Healthcareer Association NCMA from the National Center for Competency Testing and CMAC from the American Medical Certification Association Emphasis on anatomy and physiology along with pathology signs symptoms diagnostic procedures and treatments enables you to meet key competencies Strong focus on medical terminology includes feature boxes that highlight chapter related medical terminology to help you learn word parts pronunciation and definitions Math exercises embedded throughout the text challenge you to sharpen your math skills Procedures are mapped to CAAHEP and ABHES accreditation standards down to the step offer rationales for each step and can be conveniently performed in the classroom Customer Service boxes in appropriate chapters help you develop the soft skills that employers seek when hiring Medical Assistants Applied learning approach introduces a case scenario at the beginning of each chapter and then revisits it throughout the chapter to help you understand new concepts as they are presented Chapter learning tools include vocabulary with definitions critical thinking applications and content that ties directly to the order of learning objectives Pharmacology glossary of the top 100 150 most common over the counter and prescription medications gives you quick access to pronunciation guides generic and trade names and drug classification

Resources in Vocational Education, 1977 *Study Guide and Procedure Checklist Manual for Kinn's The Administrative Medical Assistant - E-Book* Brigitte Niedzwiecki, Julie Pepper, 2022-09-02 Designed to support the trusted content in Kinn's The Administrative Medical Assistant 15th Edition this study guide is an essential review and practice companion to reinforce key concepts encourage critical thinking and help you apply medical assisting content This robust companion guide offers a wide range of activities to strengthen your understanding of common administrative skills including certification preparation questions a review of medical terminology and anatomy and application exercises Trusted for more than 65 years as a key part of the journey from classroom to career it also features competency checklists to accurately measure your progress and performance from day one until you land your first job as a medical assistant Approximately 70 step by step procedure checklists enable you to assess and track your performance for every procedure included in the textbook Chapter by chapter correlation with the textbook allows you to easily follow core textbook competencies Matching and acronym activities reinforce your understanding of medical terminology anatomy and physiology and chapter vocabulary Short answer and fill in the blank exercises strengthen your comprehension of key concepts Multiple choice questions help you prepare for classroom and board exams Workplace application exercises promote critical thinking and job readiness before you enter practice Internet exercises offer ideas for expanded and project based learning NEW Content aligns to 2022 medical assisting educational competencies NEW and UPDATED Comprehensive coverage of all administrative functions complies with accreditation requirements and includes insurance coding privacy and security telehealth logistics and more **Illustrated**

Study Guide for the NCLEX-RN® Exam - E-Book JoAnn Zerwekh, 2015-12-16 Prepare for the NCLEX with this fun full color review Illustrated Study Guide for the NCLEX RN Exam 9th Edition uses colorful drawings and mnemonic cartoons to cover the nursing concepts and content found on the NCLEX RN examination A concise outline format makes studying easier and the Evolve companion website includes 2 500 NCLEX exam style review questions including alternate item formats allowing you to create practice exams identify your strengths and weaknesses and review answers and rationales Written by NCLEX expert JoAnn Zerwekh this study guide offers a clear visual way to remember key facts for the NCLEX exam UNIQUE Mnemonic cartoons provide a fun easy way to review and remember key nursing concepts and disease processes UNIQUE The integrated systems approach incorporates pediatric adult maternity and older adult lifespan considerations in each body system chapter Practice questions on the Evolve companion website are available in both study and quiz modes and separated by content area allowing you to customize your review based on your personal study needs UNIQUE Appendixes for each chapter summarize medications and nursing procedures for quick reference Alternate item format questions on Evolve prepare you for the interactive question types on the NCLEX examination including priority drag and drop and hot spot illustrated point and click questions Answers and rationales for all review questions show why correct answers are right and incorrect options are wrong Separate chapters on pharmacology and nursing management help you to focus on these areas of emphasis on the NCLEX examination Nursing Priority boxes make it easier to distinguish priorities of nursing care Pharmacology tables make key drug information easy to find with high alert medications noted by a special icon Special icons distinguish pediatric and adult disorders and identify content on Self Care and Home Care UPDATED content reflects the most recent NCLEX RN test plan and incorporates important clinical updates NEW 2 500 review questions are now included on the Evolve companion website adding more 200 questions to the total on the previous edition NEW Addition of SI Units and removal of trade name drugs reflects changes in the NCLEX RN test plan NEW Additional alternate item questions are included on Evolve and new questions incorporating video are also added NEW Test Alert boxes in the book highlight key concepts frequently found on the NCLEX examination NEW Additional memory notecard type illustrations are included in the book to accommodate visual learners

Staff Development for Pharmacy Practice Christine M. Nimmo, 2000 Staff Development for Pharmacy Practice provides a systematic approach to developing pharmacy staff skills for direct patient care

Straight A's in Nursing Pharmacology, 2007-10-08 This easy to read outline review follows the unique two column Straight A's format that lets students choose how they study for NCLEX and course exams The interior column outlines key facts for in depth review the exterior column lists only the most crucial points for quickest review Other features include pretest questions at the beginning of each chapter end of chapter NCLEX style questions lists of top items to study before a test Time Out for Teaching patient teaching points Go with the Flow algorithms and alerts highlighted in a second color A bound in CD ROM contains hundreds of NCLEX style questions including alternate format questions with answers and

rationales *Outcome Measurement in Psychiatry* Lloyd I. Sederer, 2002 This remarkable volume offers a critical analysis of outcome assessment in psychiatry which allows us to assess not only the measurable domains i.e symptoms functioning quality of life and perception of care but also the standards and instruments used to judge the quality of care

Fundamental Concepts and Skills for the Patient Care Technician - E-Book Kimberly Townsend Little, 2022-06-19 Master the skills you need to succeed as a patient care technician *Fundamental Concepts and Skills for the Patient Care Technician* 2nd Edition provides a solid foundation in healthcare principles and in the procedures performed by PCTs and other health professionals Coverage of skills includes patient hygiene infection control taking vital signs moving and positioning of patients blood and specimen collecting and testing ECG placement and monitoring care of the surgical patient care of older adults and more Clear step by step instructions help you learn each procedure and may also be used as skills checklists Written by nursing educator Kimberly Townsend Little this text prepares students for success on Patient Care Technician or Nursing Assistant Certification exams More than 100 step by step skills and procedures cover the information found on the Nursing Assistant and Patient Care Technician certification exams Practice Scenarios present realistic case studies with questions to help you practice critical thinking and apply concepts to the practice setting Delegation and Documentation boxes cover the information needed from the nurse before a procedure and what information should be recorded after the procedure Illness and Injury Prevention boxes highlight important safety issues Chapter review questions test your understanding of important content Chapter summaries emphasize key points to remember Chapter objectives and key terms outline the important concepts and essential terminology in each chapter NEW A chapter on medication administration is added to this edition NEW New content is included on NG and gastric tubes oral suctioning incentive spirometry use of a bladder scanner and inserting peripheral IVs NEW Updated guidelines include CPR and dietary guidelines Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations for 2005 United States. Congress. House. Committee on Appropriations. Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies, 2004 Test Catalog Nursing Practice Assessment Series , 1998 *Medical-Surgical Nursing* Priscilla LeMone, Karen Burke, Trudy Dwyer, Tracy Levett-Jones, Lorna Moxham, Kerry Reid-Searl, 2015-05-20 The focus of this product package is to provide students with a strong knowledge base an understanding of contemporary practice issues in Australia and the capacity for sound clinical reasoning You will use these professional attributes in order to provide safe and effective nursing care This easily understood straightforward Australian edition integrates the following concepts epidemiology pathophysiology pharmacology legal and ethical issues therapeutic communication interprofessional communication and cultural safety

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