

Madison County Public Health

NUMBER: GNF 1	ISSUED: 7/06/2010
SUBJECT: Medication Management	REVISED:
	REVIEWED: 1/2012

Scope of Practice: RN's/LPN's

Purpose: To provide those Madison County residents the services of medication set-up, that need and require assistance with medications, so they can correctly and safely take their prescribed medications. This service will allow clients the freedom of staying in their home.

POLICY: All medications will be administered in a safe and effective manner. Agency professional nursing staff may administer oral, topical, intramuscular, intravenous, and other parenteral medications.

1. A physician's order will be obtained for all medications the client is taking. Order shall include name of drug, dosage to be administered, route of administration and frequency of administration.
2. Agency professional personnel will review all medications a client may be taking including over-the-counter medications on admission to agency services and periodically thereafter. Review shall include possible ineffective drug therapy, adverse reactions, significant side effects, drug allergies, and contraindications.
3. Any problems encountered with medication regime will be reported to physician.
4. Medications and med review will be documented in the client's clinical record.
5. Client/significant other will be instructed on proper med administration including storage, route, timeliness, side effects and untoward effects of medication to ensure their understanding of the medication regime.
6. Registered nurse/LPN are the only agency staff who may administer/set-up medications in the home setting.
7. Only medications which are properly labeled will be administered by agency staff.
8. In the event of an injectable medication to be administered over a long period of time, the supervising RN will attempt to teach client or significant other to administer. Written order for this teaching will be obtained from the physician.
9. Agency staff will not carry client medications or keep client medications in agency office unless:
 - a. Specifically ordered by the client's physician.
 - b. Under standing orders adrenaline is carried to treat anaphylactic shock
10. A home health aide may assist clients with oral medications and some ointments that are normally self-administered if so assigned and properly instructed by the supervising nurse. (see medset-up in this policy)

INJECTION POLICIES:

1. The initial dose of IM/IV medications will NOT be given by agency staff (exception of Furosemide or other IM diuretic). The initial dose of any antibiotic or chemotherapeutic medication SHALL NOT be administered in the home setting. Initial dose must be given in a setting designed to care for untoward complications.

2. The administration of codified drugs, experimental drugs, or FDA-approved drugs, must be approved by the Governing Board and Medical Advisor prior to administration by agency staff. Written order shall include drug name, dose, frequency, and type of injection
3. Agency retains the right to refuse to give injections or to teach others to give such injections which
 - a. Have allergy-promotion qualities, such as antigens,
 - b. By client history have previously caused an unusual reaction,
 - c. Require more supervision for administration and observation that is possible to be provided by the agency.

MEDICATION SET-UP (MONTHLY) with or without daily visits.

1. Oral medication will be set-up by an RN, one time per month, for the fee set annually by administration, with 2 follow-up visits as needed per month, for any changes in medications that may occur.
2. Additional visits, above and beyond 3, will be at a fee set annually by administration on the per visit fee.
3. A Personalized assessment will be performed for each client to determine their support needs. Family and friends will be encouraged to provide daily reminders and follow-up with client as needed.
4. If requested by client and/or family, a CNA will be assigned to client at the CNA fee per visit as set annually by administration.
5. For those clients who cannot remember to take their daily medications, a CNA will be assigned as needed to remind and observe the client taking their oral medications. Total time for this service should not exceed 15 minutes.
6. If out of Winterset proper additional time and mileage will be charged, fee set annually by administration.
7. CNA will be educated on administering medications from the medication dispensing box annually.
8. CNA will be educated on the application of topical medications annually.
9. CNA will be updated on any client changes, and changes to medication before entering the home; this will be documented in client chart.
10. At no time will the CNA be allowed to administer the first dose of any medication.
11. At no time will the CNA be able to change any drugs in the boxes.
12. At no time will the CNA be allowed to remove any medications from prescription or OTC bottles to give to the client.
13. Client/ client significant other/guardian will have established week-end and Holiday coverage.