



Medina County

board of developmental disabilities



We are the community resource responsible for connecting, coordinating and funding vital services for individuals with developmental disabilities.

We help with everything from early intervention and education opportunities for children to employment and community inclusive living for adults.



Medina County
board of developmental disabilities

DSP Spotlight

Louise Frederick



[Nominate a Direct Support Professional Work Makes A Difference](#)



Do you want to stay up-to-date with MCBDD?
Head over to mcbdd.org to sign up for our newsletters!

About Us

Much of what we do goes beyond the walls of our facilities as we encourage individuals and families to be successful in the community.

Early Intervention (Ages 0-3)

Developmental Screenings, Physical Therapy, Speech Therapy, Parent Coaching, In-Home Support

Children (Ages 4-13)

Preschool, IEP Development, Educational Planning, Family Support, Therapies

Teen Transition (Ages 14-22)

Post Secondary Education, Employment Planning, Independent Living Skills

Adulthood (Ages 23 and up)

Employment Training, Housing Support, Transportation, Financial Planning

Community Inclusion

Recreational Opportunities, Community Volunteering

Aging

Health and Safety, Respite





Strategies and Solutions for Avoiding Medication Errors

Presenters:

Pam Wheeler, Health Services Coordinator
Kimberly Bernardi, Quality Support Specialist

The Importance of Safe and Effective Medication Administration

Alex's Story

<https://youtu.be/A1N8XqffOQ0>



Medication Administration

*Six Rights of Medication Administration
(I M DR T D) (I am DR. T.D.)*

Right Individual

Right Medication

Right Dose

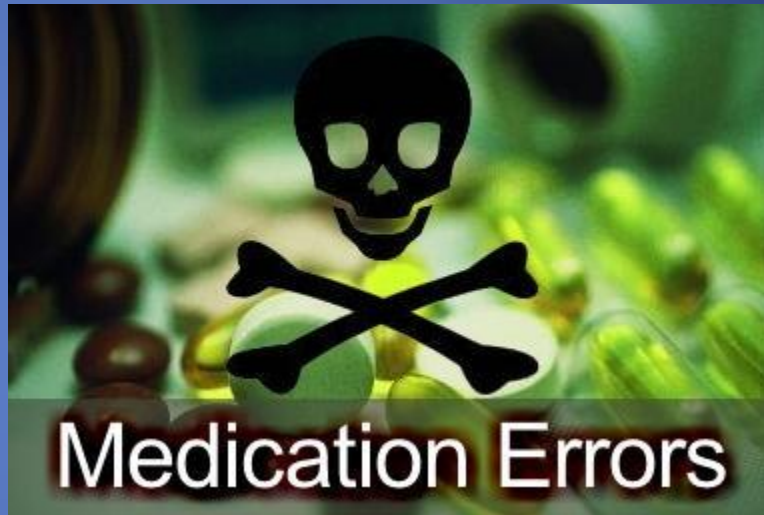
Right Route

Right Time

Right Documentation

Common Medication Errors

- Wrong individual
- Wrong Medication
- Incorrect dose
- NO documentation
- Wrong route
- Wrong time
- Giving without nurse delegation



Common Medication Errors Con't

- Meds expired
- No physician order
- Omitting a medication
- Contaminated medication
- Certification expired
- Improperly stored medications

Medication Errors

Other Common issues

- Someone does not have enough support to self-administer medications
- Special instructions are not met for administering medication
- System of giving, getting, and documenting medications is flawed
- Prescriptions are not re-filled or new ones are not ordered

Why Medication Errors Happen

1. Triple checks not done
2. Reading the label or MAR incorrectly
3. Preparing more than one med at a time
4. Not waiting for the person to swallow the medication
5. Not documenting
6. Error in transcription
7. Transcription not verified by a second person
8. Incorrect documentation
9. Multitasking
10. Environmental distractions

Tips and Things to Remember

- The medication administration system should be clear, consistent, and easily understood
 - Medication Administration System should prevent distractions
 - Mentor new staff in proper protocols
 - Remind everyone of the importance of correctly administering medications
 - If making changes make sure all staff are aware



Monitoring Medication Administration



- Don't dismiss changes in individuals
- Stay alert
- Know signs and symptoms of adverse reactions
- If there is ever doubt, call 911

Medication Administration

- Check each person's MAR: Every Medication, Every Page, Every Day
- Know the s/s of adverse reactions
- Give medications at the scheduled time (1 hours before and up to 1 hour after)
- Never use unlabeled medications
- If you have questions regarding medications,



Steps for Administering Medication

MAR Documentation Using the “Dot System” (or method)

- The “dot system” provides a means for tracking medications as they are prepared and assists with documentation after administration. The use of the “dot system” is an optional addition to the Steps for Administering Medications.
- The use of the dot is an additional step following the 3rd MAR check during preparation of medication.
- To use the “dot system”:
 - Upon completion of the 3rd MAR check, a dot is placed in the space on the MAR where you will document the administration of the medication on the MAR after having given it.
 - The dot indicates that all 3 MAR checks have been done and that the medication was prepared for administration.



- Document **immediately** after giving a medication
- **NEVER** give meds set up by any other person
- **DO NOT SET UP** meds until you are ready to give them
- **DO NOT** give improperly labeled or unlabeled meds

Documentation of Medications Administered

IF YOU DIDN'T DOCUMENT IT



YOU DIDNT DO IT!

memegenerator.net

A medication administration record (MAR) or treatment administration record (TAR) for each person must include:

1. Individual's Name
 - Month and Year
2. Medication Name (including strength)
 - Allergies
 - Special Instructions:
3. Dose of medication to be given
 - (ex. Take pulse before giving; give with food, etc...)
4. Route of administrations
5. Time to administer the medication



After the medication is given or health-related activity is performed, the certified personnel who gave the medication or performed the health-related activity will initial the appropriate date and time space on the MAR or the TAR or as instructed when using an electronic MAR.

Documentation of As Needed Medications (PRN)

- Initial on MAR/TAR indicating the date and time it was given
- Document the reason it was given, and
- The effectiveness/outcome of the medication/treatment



Rules for As Needed Medications

- Personnel are **NOT** ever permitted to use independent judgement to decide how or when to use as needed medications.
- The prescribed order directs what medication to use and when to use it. The order must include clear, objective observable parameters.

As Needed Orders Must Be Written Specifically

- Order must specify medication, strength and dose

(ex. Acetaminophen 500mg 1 tablet;
Acetaminophen liquid 500mg per 15 ml - give 15 ml)

- Order must specify dosing interval
(ex. every 6 hours)

As Needed Orders Must Be Written Specifically

- Order must specify the reason for giving the medication; the reason for an as needed medication must be stated in the order. The reason must be clear, objective and observable.

(ex. as needed for a temperature above 100 F;
as needed for cough lasting more than 15
minutes)

As Needed Orders Must Be Written Specifically

- Orders for two as needed medications must clearly state which medication should be used for what specific symptom.

(ex. Acetaminophen 500mg 1 tablet for complaint of headache; if headache not relieved within 2 hours, administer Ibuprofen 600mg 1 tablet)

Correctly Written PRN Medication Orders

Example #1

- **Acetaminophen 500mg, give 1 tablet by mouth every 6 hours as needed for complaint of headache or symptom of headache as evidenced by hitting head with heel of hand. If headache is not resolved within 2 hours, use Ibuprofen 600mg, give 1 tablet by mouth**

***If you discover that the person has more than one as needed medication ordered for a specific symptom contact a healthcare professional for clarification**

Correctly Written PRN Medication Orders

Example #2

- **Acetaminophen 325mg, give 1 tablet by mouth every 4 hours as needed for complaint of headache, or temperature of 100 F or above.**

Example #3

- **Loperamide 2mg, give 2 tablets by mouth as needed after the first loose stool; give 1 tablet by mouth after each subsequent loose stool. Do not exceed 4 tablets in 24 hours.**

Correctly Written PRN Medication Orders

Example #4

- **Pepto-Bismol[®] 262mg, give 2 tablets by mouth every hour as needed for complaint of stomach upset, not to exceed 16 tablets in 24 hours**

Example #5

- **Lorazepam 1mg, give 1 tablet by mouth every 6 hours as needed for symptoms of anxiety due to Autism as evidenced by head banging or skin picking or crying or rocking in a fetal position**

Correctly Written PRN Medication Orders

Example #6

- **Ambien[®] 5mg, give 1 tablet by mouth at bedtime, as needed for insomnia, as evidenced by being awake 40 minutes after going to bed.**

If a medication or treatment is NOT given or is NOT taken

- Initial the appropriate time space on the MAR
- Then circle the initials, and
- On the back of the MAR/TAR document the date, time, and reason for the circled initials
- When using an electronic MAR/TAR document per system instructions

If a Documentation Error is Made

- Draw a single line through the word (so original words can still be read)
- Write the word “void” or “error” above the wrong words
- Place your initials and date above the wrong words
- Write the correct entry

NEVER

- NEVER document for anyone else
- NEVER leave a blank space for late entries



UIR

- **An Unusual Incident Report (UIR) must be written for any late, missed or declined (refused), or undocumented medications/treatments.**
- There will be variations of employer procedures for processing Unusual Incident reporting; such as communicating about UIRs to appropriate persons and for identification of patterns and trends.

Controlled Substances/FDA Scheduled Medications

- All schedule II, III & IV drugs are highly regulated and must be carefully tracked
- If a schedule II, III & IV drug is being administered, you will need to keep careful records to account for each dose
- Follow your agency's procedure for securing and tracking these drugs
- Additional documentation may be required for medications that have the potential for addiction or abuse
- It is recommended that agencies have a policy and procedure regarding **safeguarding ALL medications** and should include counting or monitoring medications that are schedule 2, 3 or 4 (II, III, IV)

IMPORTANT

- Such procedures are important to ensure that a person receives the prescribed amount of a medication and to ensure that the medication is not being stolen and used by others
- Licensed facilities must follow Ohio Board of Pharmacy laws and rules related to medications and dangerous drugs
- **Misappropriation (theft) is a Major Unusual Incident (MUI).**

Employer Oversight & Responsibilities

- Assuring IST (individual specific training) for each person is provided to personnel after certification and before medication administration or health-related activities occurs.
- Overseeing medication administration and performance of health-related activities as DODD law and rule. ORC 5123.42 (D) (4)
- Assuring annual relevant skills check for certified personnel. ORC 5123.45 (D) (4)
- Stopping medication administration and health-related activities performance when there is a question about the skill or activity being performed by the certified personnel
- Providing ongoing oversight of personnel
- Assuring nurse delegation for actions that require delegation

Preventative Measures to Reduce Medication Errors



- Consistent supervision and oversight of medication administration
- On-going training/education of personnel certified to give medications
- Evaluation of employer's policies and procedures
- Identify and evaluate system issues that may contribute to medication errors

What You Need to Know About Your Certification

1. You are responsible for your certification. You must verify that you are currently certified to administer medication/HRAs. You must confirm your Category 1 initial certification and renewals on the DODD website. dodd.ohio.gov
2. This certification is valid only for Developmental Disabilities (DD) service settings and only in the State of Ohio.
3. Certification is valid for 1 year and must be renewed each year before the certification expiration date.
4. It is recommended that the renewal continuing education (CE) and return demonstrations be completed at **least 60 days before** your certification expiration date.

Renewing Your Certification

At least 90 days before your expiration date, plan to complete the required education and skills for renewal

1. To renew certification, requires completing **2 hours** of continuing education related to medication administration and/or health-related activities **AND**
2. You must **demonstrate skills of medication administration and health-related activities**

What happens if you do not renew your Certification??

1. You have 60 days past the expiration date to renew your certification without retaking the initial certification training course. You may **NOT administer medications or perform HRAs** during that 60-day post-expiration period.
2. **If you allow your certification to be expired for more than 60 days**, you are **required to retake the** initial certification training course to become certified again.

Questions?



**Your Commitment,
Dedication and Passion
for Your Work are
Really Appreciated.**

*Thank You for Giving
100% Every Day!*



MORE Information

Pam Wheeler
Health Services Coordinator
330-725-7751 x 234

Kim Bernardi
Quality Support Specialist
234-802-0144 x 144

Medina County Board of
Developmental Disabilities
4691 Windfall Road
Medina, Ohio 44256
www.mcbdd.org



Medication Administration Classes and Refresher Courses

Local Contacts:

**NURSING NAVIGATORS & PROVIDER
PROFESSIONALS, LLC**

<https://www.nursingnavigators.org/>

Tamara Lentini, MSN, RN

Cuyahoga County DD

Health Services Coordinator

Email: LENTINI.TAMARA@cuyahogabdd.org

Office: 216-736-4521 /Mobile: 216-385-4572

/Fax: 216-861-0253



Information to Share

Upcoming Trainings:

Remote Supports for Providers

June 4th at 1:00 PM



Do you want to stay up-to-date with MCBDD?
Head over to mcbdd.org to sign up for our newsletters!

THANK YOU



Medina County

board of developmental disabilities



www.mcbdd.org

330-725-7751

facebook - MedinaCountyDD

twitter - @MedinaDD

