

South Dakota Board of Nursing

Medication Administration Training Program: Skills Performance Evaluation

Complete this checklist for each student during the required 4-hour clinical or skills lab portion of the program; pursuant to ARSD 20:48:04.01:14 a 1:1 RN instructor to student ratio is required for skills evaluation.

Skill / Task	Pass	Fail	Date Retraining Completed	Pass	Fail
Demonstrated safe administration of medications:					
Repeat steps 1-11 for each medication administered to a person:					
1. Checked MAR/drug order, focused on 5 rights:					
• Right drug					
• Right time					
• Right dose					
• Right person					
• Right route					
2. Checked medication resources and references as needed					
3. Clarified questions or notified the nurse appropriately					
4. Washed hands					
5. Collected appropriate items; i.e. medicine cup, juice, straw					
6. Obtained key(s) and unlocked medication cart					
7. Checked MAR against drug taken from drawer; verified 5 rights 2 nd time					
8. Checked expiration date of drug					
9. Verified 5 rights (3 rd safety check)					
10. Prepared drug appropriately; i.e. poured correct amount of liquid medication					
11. Compared drug order on MAR against pharmacy label on drug container for 5 rights (4 th safety check)					
12. Secured/locked drugs while away from medication cart/room					
13. Knocked on door, introduced self; addressed person by name					
14. Identified person according to agency policy: checked ID (bracelet) against MAR, called person by name, or used bar code scanner appropriately					
15. Provided privacy as appropriate					
16. Obtained & documented required measurements (blood pressure, pulse)					
17. Explained medication procedure to person					
18. Positioned person appropriately to administer drug					
19. Administered each drug(s) appropriately by the following routes:					
• Buccal					
• Dial dose on insulin pen for client to self-administer					
• Ear					
• Eye					
• Inhaled					
• Nose					
• Oral					
• Rectal					
• Sublingual					
• Topical					
• Vaginal					
20. Used appropriate infection control procedures according to agency policy (discarded med cup appropriately, washed hands)					
21. Respected patient/resident while administering drugs					
22. Handled person carefully and respectfully					
23. Recorded the right documentation on the MAR: date, time, drug name, dosage, route, application site, name, initials					
24. Reported and recorded patient/resident observations/concerns					

Source: Sorrentino, S. & Remmert, L. (2009), *Mosby's Textbook for Medication Assistants*, Mosby: St. Louis, MO.

Instructor's Signature: _____

Date: _____

Student's Signature: _____

Name of facility: _____