		Document Code:	DPOTMH-I-P08
		Effective Date:	09-30-2022
	B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100	Document Type:	Policy
		Page Number:	1 of 5
		Department/Section:	Nursing Service Division
DR. PABLO O. TORRE MEMORIAL HOSPITAL		Document Title:	**MEDICATION MANAGEMENT STANDARDS**

PURPOSE:

1. To encourage a collaborative approach to preventing and reducing medication errors and near-misses by addressing all aspects of the medication management process, including prescription, selection, preparation, and dispensing, as well as medication administration and ongoing client monitoring.
2. To ensure staff nurses are safeguarded by systems put in place regarding the administration of medication.
3. To provide safe and reliable care, including support, treatment, and advice in relation to medication administration that maximizes the patient's choice and independence.

LEVEL:

Attending Physicians, Registered Nurses, Pharmacists, Student Nurses, and Clinical Instructors of Riverside College, Inc.

DEFINITION OF TERMS:

1. **Medication Management-** to ensure the safe, accurate and consistent use of medications across the organization.

2. **Administering** - Provision of a medication directly to a client for immediate ingestion or introduction into the body (e.g., by injection or other route) according to a prescription.

3. **Medication (or drug)** - Both prescription and nonprescription pharmaceuticals; biologically-derived products such as vaccines, serums, and blood-derived products; tissues and organs; disinfectants; and radiopharmaceuticals.

4. **Medication provider** - Health care professionals involved at some point in the medication management process based on their scope of practice.

Document Code:	DPOTMH-I-P08
Effective Date:	09-30-2022
Document Type:	Policy
Page Number:	2 of 5
Department/Section:	Nursing Service Division
Document Title:	**MEDICATION MANAGEMENT STANDARDS**

DR. PABLO O. TORRE MEMORIAL HOSPITAL

B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100

POLICY:

1. Before medication is administered to any patient, the nurse shall secure their formal consent.

2. All patients shall be treated as individuals, and at times, due consideration shall be given to their age, beliefs, opinions, experiences, ability, cultural needs, and any other factors important to them.

3. This ensures the importance of staff training and supervision to ensure that all staff nurses involved in the administration of medication are well trained and competent to perform the activities within the remit of their roles.

4. Medication administration shall promote the patient's independence, choice, privacy, and dignity.

5. Medication shall take account of the patient's cultural and religious values and beliefs.

6. Medication shall only be administered to the person who has been prescribed that medication.

7. Nurses on duty, including those who are not directly concerned with the administration of medications, shall be trained in the understanding of medications, the main types of medications in use, their administrative procedures, and how to look for and report possible adverse reactions , including changes that may require review of the patient's medication prescription.

8. Only registered nurses who have undertaken the In Service Training Program (ISTP) training course and who have been assessed as competent shall be involved in the administration of medication.

		Document Code:	DPOTMH-1-P08
		Effective Date:	09-30-2022
	B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100	Document Type:	Policy
		Page Number:	3 of 5
		Department/Section:	Nursing Service Division
DR. PABLO O. TORRE MEMORIAL HOSPITAL		Document Title:	**MEDICATION MANAGEMENT STANDARDS**

9. Proper storage of medications in patients' designated cubicle area.

10. Prescribers shall correctly complete medication orders, reorders, or reassessments upon admission, end of service, or transfer to another level of care.

11. Staff nurses shall follow the 12 rights of medication administration and need to be able to appropriately monitor for side effects and intervene as appropriate.

12 Rights in the Administration of Medication:
1. Right Medication
2. Right patient
3. Right time
4. Right Route
5. Right Dose
6. Right Response
7. Right Reason
8. Right Documentation
9. Right Assessment and Evaluation
10. Right Client Education
11. Right to Refuse Medication
12. Right Expiration Date

12. All staff performing specific procedures or administration of medication shall follow the Policy and Standard Operating Procedure.

DOCUMENTATION:
New Policy

DISSEMINATION:
Policies and Procedures Manual

		Document Code:	DPOTMH-I-P08
		Effective Date:	09-30-2022
	B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100	Document Type:	Policy
		Page Number:	4 of 5
		Department/Section:	Nursing Service Division
DR. PABLO O. TORRE MEMORIAL HOSPITAL		Document Title:	**MEDICATION MANAGEMENT STANDARDS**
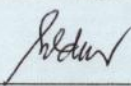
Hospital Communicator

REFERENCES:

1. Accreditation Canada International QS12_Medication Management-2015-EN (1).pdf
2. Administration of Medicine Policy and Procedure | Epitome Home Care
3. POLICY & PROCEDURE ON SAFE MEDICATION ADMINISTRATION (stevenscodac.org)

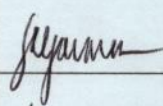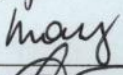|	
Document Code:	DPOTMH-I-P08
Effective Date:	09-30-2022
Document Type:	Policy
Page Number:	5 of 5
Department/Section:	Nursing Service Division
Document Title:	**MEDICATION MANAGEMENT STANDARDS**

B.S. Aquino Drive,
Bacolod City,
Negros Occidental,
6100

DR. PABLO O. TORRE
MEMORIAL HOSPITAL

APPROVAL:

	Name/Title	Signature	Date
Prepared by:	**RICHARD S. MONTILIJAO, RN** OIC Policy Development		8-30-2022
Verified by:	**SHALAINE SOCORO L. DURAN, RN** Nurse Manager for Operations		8/31/2022
	HANNAH KHAY S. TREYES, RN, MN Chief Nurse		8/31/2022
Reviewed:	**DENNIS C. ESCALONA, MN, FPCHA, FPSQua** Quality Assurance Supervisor		8/31/2022
Recommending Approval:	**MARIA LIZA C. PERAREN, RN, MAN** Nursing Division Officer		8/31/2022
	MA. ANTONIA S. GENSOLI, MD, FPPS, FPCHA Vice President – Chief Medical Officer		9-12-2~
Approved:	**GENESIS GOLDI D. GOLINGAN** President and CEO		9/13/22