

# Medication Administration Observation and Drug Storage

## ASSISTED LIVING PROVIDERS

Provider Name:

Date:

HFID:

Surveyor Name:

### Instructions

**When possible**, the surveyor will observe medication administration to verify that staff administers medications using the proper technique and medications are administered as ordered.

**If possible**, the surveyor will observe at least 10 medications being administered, by three or more different staff, by three or more different routes, at three or more medication times.

Date / Time	Name of Staff Person Observed / Title	Resident Name	Drug, Dosage, Route	Observation Notes	Prescriber's Order? Yes or No

## Observation Findings

During observation of medication administration, did you identify problems such as:

- Incorrect medication administered to resident
- Incorrect medication dose administered to resident
- Medication administered without a prescriber's order
- Medication not administered as ordered before, after, or with food/antacids
- Medications administered without adequate fluid as manufacturer specified, such as laxatives
- Failed to check pulse and/or blood pressure prior to administering medications when ordered
- Medication administered after date of expiration on label or medication container not labeled
- Medication administered to resident via wrong route
- Prior to medication administration gastrostomy tube placement not checked
- Gastrostomy tube not flushed with required amount of water before and after medication administration as prescribed
- Improper technique used for intravenous/intramuscular/subcutaneous injections
- Insulin suspensions: failed to "mix" the suspension without creating air bubbles
- Failed to "shake" a drug product that is labeled "shake well."
- IM/SQ injection sites not rotated
- Transdermal patch: correct application, sites not rotated, documented and correct disposal
- Inhaler medication not administered according to prescriber's orders/manufacturer's guidelines
- Multiple eye drops administered without adequate time sequence between drops
- Staff did not observe the complete medication administration
- Other (describe):

Was the observed medication preparation or administration in accordance with the prescriber's orders, accepted professional standards, and/or manufacturer's specifications?

- Yes       No

## Drug Storage and Labeling

- System is in place, with written policies and procedures, that addresses:
  - requesting and receiving prescriptions,
  - preparing and giving medications,
  - verifying medications are administered as prescribed,
  - documenting medication management, control of medications,
  - storing of medications,
  - monitoring medication use,
  - resolving medication errors,
  - communicating with the prescriber, pharmacist or resident,
  - educating residents about medications and disposition of medications.

## MEDICATION ADMINISTRATION OBSERVATION AND DRUG STORAGE

- Drugs and biologicals are stored in locked compartments under proper temperature controls and permit only authorized staff to have access to keys. Documentation of refrigerator temperature logs are maintained.
- When controlled substances are being managed, there are policies and procedures that identify how the provider will ensure security and accountability for the overall management, control and disposition of these substances. Over the counter drugs that are retained in general stock supply are kept in the original labeled container.
- Prescription drugs are kept in their original containers bearing a prescription label and not used or saved for the use of another resident.

Are all drugs and biologicals stored and labeled properly?

- Yes                       No

State Evaluations  
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[Assisted Living \(https://www.health.state.mn.us/facilities/regulation/assistedliving/index.html\)](https://www.health.state.mn.us/facilities/regulation/assistedliving/index.html)

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*To obtain this information in a different format, call: 651-201-4200.*