



Medication Recording

Please note: The policy description, purpose and outcomes are harmonized across the Huron Perth & Area Ontario Health Team Accreditation Collaborative.

Policy

This policy applies to all healthcare providers who order, prescribe, process, and administer medication orders.

Purpose

Understanding the 10 Rights of Drug Administration can help prevent many medication errors. Care Providers, who are primarily involved in medication management, benefit from this simplified aid to help guide the safe administration of medications.

Care Providers are responsible for ensuring safe and quality patient care at all times. While many tasks involve a degree of risk, medication administration arguably carries the greatest risk. Research on medical administration errors showed that there is a 60% error rate mainly in the form of wrong time, rate, or dose. Some medication errors cause permanent disability while others are fatal. Follow the 10 Rights of Drug Administration to promote safe patient care.

Definitions

1. Right Drug.

The first right of drug administration is to check and verify the drug name and form. Beware of look-alike and sound-alike medication names. Misreading medication names that look similar is a common mistake. These look-alike medication names may also sound alike and can lead to errors associated with verbal prescriptions.

2. Right Patient/Client/Resident.

Use at least two person-specific identifiers to verify the right patient/client/resident. Ask the name of the patient/client/resident and/or check the ID band before giving the medication or a check a second patient identifier. Even if you know the patient/client/resident's name, it must still be asked.

3. Right Dose.

Check the medication sheet and the doctor's order or pharmacy label before medicating. Confirm the usual dosage for the drug and be aware of the difference between an adult and a pediatric dose.

4. Right Route.

Check the order for the route prescribed whether is oral, intravenous, subcutaneous, intramuscular or another route.

5. Right Time and Frequency.

Check the order for when the medication should be given and determine the time it was last given.

6. Right Documentation.

Make sure to write the time and any remarks on the chart correctly.

7. Right History and Assessment.

Secure a copy of the patient/client/resident's history and review for allergies and adverse drug reactions.

8. Drug Approach and Right to Refuse.

Give the patient/client/resident information about the drug so they can make an informed decision. Patients have the right to refuse the medication.

9. Right Drug-Drug Interaction and Evaluation.

Review any medications previously given or the diet of the patient/client/resident that can yield a concerning interaction to the drug to be given. Check the expiry date of the medication before giving it to the patient/client/resident.

10. Right Education and Information.

Provide enough information to the patient/client/resident of what drug they would be taking and what are the expected therapeutic and side effects.

10 Rights for Safe Medication Administration

Right Drug

Confirm and verify the order, the drug name, and its form. Verify the expiry date. Beware of sound-alike medications.



Right to Refuse

Patients have the right to refuse medications. Provide information about the drug so they can make an informed decision. Additionally, the nurse has the right to refuse to administer a drug, based on their clinical judgment, if it's not in the best interest of the patient.



Right Patient

Use two different identifiers to verify the client: ask their name (even if you know it) and check the ID band before giving the medication.



Right Knowledge and Understanding

Everyone who prescribes, dispenses and administers medication needs knowledge and understanding of each drug.



Right Dose

Check the dosage against the doctor's prescription and the medication sheet. Question whether this is the usual dose for the drug (especially among pediatric clients).



Right Questions or Challenges

Clinical judgment requires you to ask questions. Raise any doubts or questions about the medications before administering it.



Right Route

Check on the order whether the route prescribed is oral, by injection, intravenously, or any other route.



Right Response or Outcomes

At all stages of medical administration, observe and document the client's response.



Right Time

Check on the order when and how frequently the medication should be given and also on the documentation when the drug was last given.



Right Advice

Provide the patient with all the information and relevant advice that they need, both while they are in hospital and when they are taking the drug at home.



References:

Vera, Matt. BSN, RN *The 10 Rights of Drug Administration - Nurseslabs*, August 16, 2023. Online.

HPA-OHT Accreditation organizations will include an organization-specific addendum to the harmonized policy to address their respective processes.