

# MEDICATION ADMINISTRATION/ SYRINGE TOOL

Unit/Clinic Location: \_\_\_\_\_

Date: \_\_\_\_\_

Observer: \_\_\_\_\_

## MEDICATION ADMINISTRATION

**DEFINITION:** When administering medication to patients, use **at least two patient identifiers.**

### TRIGGER EVENTS:

- ✓ Nurse entering medication room, or
- ✓ Nurse handling the Pyxis machine, or
- ✓ Nurse carrying medications into a patient's room, or
- ✓ Nurse walking with a MAR / KARDEX / order sheet.

Time	Patient's Room	Profession MD, RN,	Required steps/elements	Yes	No									
			Was the <b>MAR</b> / order sheet taken with the medications to the patient bedside?											
			Did the employee verify the correct patient by checking the <u><b>MAR / order sheet</b></u> against the <u><b>ID Band</b></u> prior to medication administration?											
			<p>Did the employee verify the <u><b>correct</b></u> <b>two patient identifiers</b>?</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 35%; text-align: center;">Correct</th> <th style="width: 35%; text-align: center;">Incorrect</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><b>Inpatients</b></td> <td> <input type="checkbox"/> Patient Name  <input type="checkbox"/> Medical Record Number (MRN) </td> <td> <input type="checkbox"/> Patient Name  <input type="checkbox"/> Date of Birth </td> </tr> <tr> <td style="text-align: center;"><b>Outpatients</b></td> <td> <input type="checkbox"/> Patient Name  <input type="checkbox"/> Date of Birth </td> <td> <input type="checkbox"/> Patient Name  <input type="checkbox"/> Medical Record Number (MRN) </td> </tr> </tbody> </table> <p>If two identifiers were not read out loud, ask what identifiers were used.</p>		Correct	Incorrect	<b>Inpatients</b>	<input type="checkbox"/> Patient Name <input type="checkbox"/> Medical Record Number (MRN)	<input type="checkbox"/> Patient Name <input type="checkbox"/> Date of Birth	<b>Outpatients</b>	<input type="checkbox"/> Patient Name <input type="checkbox"/> Date of Birth	<input type="checkbox"/> Patient Name <input type="checkbox"/> Medical Record Number (MRN)		
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Comments: \_\_\_\_\_

## UNLABELED / UNATTENDED SYRINGES

### Trigger Events:

- ✓ Nurse carrying a syringe from the medication room to the patient's room.
- ✓ Unattended syringes in patient rooms (does not matter if it is labeled or not)

(continues)

# **MEDICATION ADMINISTRATION/ SYRINGE TOOL**

Unit/Clinic Location: \_\_\_\_\_

Date: \_\_\_\_\_

Observer: \_\_\_\_\_

Time	Patient Room #	Profession MD, RN, RT	Required Steps / Elements	Yes	No
			Syringes are <b>labeled</b> with a tag <b>or</b> are pre-labeled normal saline syringes.		
			Syringes are <b>attended</b> (No syringes unattended) in pt room.		

**Comments:** \_\_\_\_\_

**Supplemental Figure 2** Observational tool used by undergraduate student volunteers to assess the use of two patient identifiers at the time of medication administration, used from January 2006 to May 2008 at the UCLA Medical Center. Also tracked, but not discussed, were any instances in which a nurse carried unlabeled syringes or left a labeled syringe unattended.