

MEDICATION ADMINISTRATION TRAINING

STANDARD NO(S):

NYSSA#: 127

DATE:

October 6, 2009

REVISED: 01/14/2011

REFER TO:

Nancy Osborne, RN

I. OBJECTIVE:

To establish the Seneca County Correctional Facility's policy and procedures: for the training of staff or correction officers in the proper administration or deliver of medications.

II. POLICY:

All health services staff and correction officer's will receive training on medication administration during their orientation and annually through in-house in-service.

III. DETAILS:

- A.** At a minimum, the training will include:
 - 1. Security issues
 - 2. Accountability for administering medications in a timely manner
 - 3. Potential for and prevention of checking or otherwise diverting or hoarding medications by the inmate
 - 4. Documentation of medication that is administered
 - 5. Documentation of medications that is ordered but is not administered
 - 6. Common side effects of specific drugs
- B.** Training will be conducted by a qualified member of the Correctional Facility Medical unit.
- C.** Evidence of completed training will be documented in each individual employee's training file.
- D.** The training program will be reviewed and approved by the responsible physician.
- E.** Pharmacy reference text books are also available in the Medical Unit and are available for staff use.