

Medication Competency Test

This is ONLY for Clinical Staff who has Cert 3 or 4

* Required

1. What assistance you can provide as a Med Com Clinical Staff at AQC? * (1 Point)

- ☐ Administer any medications as long as I update Medication Competency Training annually
- ☐ I can take medications out of DAA and put into a consumer's mouth.
- ☐ I can administer medications out of the original boxes after reading doctor's instruction.
- ☐ I can administer Insulin as per a consumer's instruction.

2. What should you do when you made mistakes? * (1 Point)

- ☐ If there is no other staff or family member, you do not have to report to anyone. Just ensure the consumer is safe and ask him / her to go and see GP
- ☐ Any incidents related to medication administration is critically harmful to consumers. Please call 000 and report the details to an Ambulance office. Once the consumer is checked by a paramedic, you can report to Head office and complete the incident form.
- ☐ Check the consumer's safety first, then contact AQC Head Office. Explain the situation as much as you can to a RN and follow the instruction. After the shift, you must complete an incident form and progress note.
- ☐ If I report it, it will cause more trouble. Please ignore as long as the consumer is ok at that time.

3. What are you supposed to do before and after administering eye drops or ointment to a consumer? * (1 Point)

- ☐ Wash your hands
- ☐ Ask a consumer what to do
- ☐ Contact Head Office to get a permission
- ☐ Get a gauze or clean tissue

4. Which events you must report to Head Office? (2 answers) * (2 Points)

- ☐ There are differences between DAA and Medication Charts
- ☐ DAA pack was damaged and missing medications from wrong date
- ☐ When consumer refuses to take medication
- ☐ When medications were administered by family members.

5. What is the best practice in administering medication to others? * (1 Point)

- ☐ Staff must have caring mind, sympathy, and perfectionism. It does not let anyone to make mistakes.
- ☐ Check doctor / pharmacist / registered nurse's written instruction. If I am not familiar with medication name and side effects, I must count the total number of medication the consumer must take each time.
- ☐ DAA is checked by local pharmacist. We can trust them. Just open the DAA and give all to the consumer.
- ☐ We must respect consumers. Therefore, ask consumers what they want and how many tablet they would like to take.

6. What is the best practice when a consumer refuse to take medication? * (1 Point)

- ☐ Explain to the consumer the reason of taking regular medications. If the consumer resists, please report to Head Office.
- ☐ We must respect the consumer. Please accept the consumer's wishes
- ☐ I can mix the medication with the consumer's favorite food. Let the consumer take without knowing.
- ☐ I need to contact her / his family member and contact SA Ambulance.

7. You are not a medication competency support staff. However, the consumer asks you to just open the Webster pak for him. What would you do? * (1 Point)

- ☐ Explain to the consumer that you cannot assist it. Then contact Head Office.
- ☐ Grant a promise from the consumer that he wont tell to anyone. Then assist him.
- ☐ You can open the Webster pak for him without telling anyone.
- ☐ OpThis is not your responsibility. Please ignore him. tion 4

8. The six rights for mediation administration * (1 Point)

- ☐ Right Medication, Right Route, Right Date, Right Documentation, Right Dose, Right Time
- ☐ Right Dose, Right Patient, Right Formulation, Right Documentations, Right Medication
- ☐ Right Dose, Right Route, Right Date, Right Symptoms, Right Documentation, Right Medication
- ☐ Right Patient, Right Medication, Right Time, Right Prescription, Right Date, Right Documentation

9. What does DAA stand for? * (1 Point)

- ☐ Dose Administration Aids
- ☐ Drug Administration Aids
- ☐ Drug Administration Assistance
- ☐ Dose Administration Assistance

10. What is the first action when a Med Com staff to administer medication to the consumer? *
(1 Point)

- ☐ Read Care Plan or instruction from Head Office or pharmacy.
- ☐ Ask consumers what to do
- ☐ Wash your hands and wear gloves
- ☐ Contact Head Office

11. Please write your full name (eg. Jane Smith) *

Enter your answer

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