

LESSON PLAN: 13

COURSE TITLE: MEDICATION TECHNICIAN

UNIT: IV PREPARATION AND ADMINISTRATION

PROCEDURE: PREPARE, ADMINISTER, REPORT, AND RECORD NASAL MEDICATIONS

NOTE: This procedure must be separate from administration of oral medications.

1. Wash hands or use facility approved antibacterial hand cleanser if handwashing facilities are not available.
2. Review and verify medication administration records/medication cards with physician's order according to facility policy. Check for allergies.
3. Assemble equipment: medication tray, medication record/card, medication, tissues, alcohol wipes, and gloves.
4. Check medication record/card with label when removing medication from resident's individual compartment in external storage area. Review medication reference materials for any medications that you are not familiar with.
5. Remove medication from container.
6. Check label with medication record/card again.
7. Prepare the medication and place on the same tray with identification. New pumps should be opened and primed prior to initial use.
8. Check the label on the container a third time.
9. Document the medication on the MAR according to facility policy, making sure that the MAR is signed. Alternate nostrils and record nostril used on MAR.
10. Place tissues and alcohol wipes on the tray.
11. Carry tray to the resident's room.
12. Knock on the resident's door and wait for permission before entering.
13. Identify yourself and explain your purpose as you approach the resident with the medication.
14. Identify the resident by calling his/her name and checking I.D. bracelet, picture, or with a knowledgeable third person.
15. Wash hands and put on gloves.

16. Observe for nasal secretions. Instruct resident to blow nose gently and wipe clean.
17. Position the resident:
 - A. Lying down for nose drops.
 - B. Sitting up for nasal spray with head tilted back slightly.
18. Read medication record/card and medication label again.
19. Administer the dosage:
 - a. Drop the number of drops into the nose toward the septum without touching the nasal membrane.
 - b. Insert spray nozzle gently into the nose and spray.
20. Wipe away excess medication with tissue.
21. Instruct resident NOT to blow nose or sniff for a few minutes.
22. Wipe nozzle of spray with alcohol wipe.
23. Remove and dispose of gloves properly. Wash hands.
24. Read label again when returning the medication to external storage area.
25. Report unusual symptoms to the licensed nurse. Report and record essential information.