

Administration of Ear Medications Practice

Student Name: _____ Date: _____ / _____ /20 _____

Scoring Key: ✓ = Successful completion ✕ = Unsuccessful completion NA = Not Applicable

IF INDIVIDUAL IS NOT INDEPENDENTLY SELF-MEDICATING the authorized staff person:

Pre-Preparation

- () 1. Chooses an area appropriate to administer medications. (May be done verbally in the classroom.)
- () 2. Attends to task of administering medications even with distraction.
- () 3. Reviews Individual Service Plan (ISP)/Training Program for individual in Self-Administration of Medication.

Preparation

- () 4. Gathers necessary materials for administering medication(s). (eye dropper, cotton balls, facial tissues cleansing tissue)
- () 5. Removes medication from locked storage and re-locks storage cabinet/container.
- () 6. Obtains the correct Medication Administration Record (MAR) for the individual receiving medication(s).
 - () a. Matches the individual's name on the MAR with the individual's name on the medication containers/cards.
 - () b. Identifies individual by checking and matching the name/picture on the MAR. (Uses the most appropriate identification method considering any communication limitations.)
 - () c. Checks the MAR for allergies to make sure the individual is not allergic to the medication.
 - () d. Check the MAR for required pre-administration procedures and completes it/them before administering medication(s).
 - () e. Checks the MAR for any restrictions related to medication administration.
- () 7. As appropriate, teaches self-administration procedure to individual according to the ISP/Training Program Protocol.
- () 8. Observes the individual before administration for later documentation and for conditions that may preclude safe administration. If such conditions are present, does not administer the medication, reports the condition immediately to the nurse and follows agency policy. If conditions indicate that medication administration is safe, continues the medication administration process.
- () 9. Washes hands before preparing the medication(s).

Administration of Medication

- () 10. Checks, by reading/matching MAR information and stating aloud (or murmuring), the "7 Rights" of Medication Administration (Individual/Person, Record, Drug, Dose, Time scheduled, Route, Texture) at each of the following steps.

- () a. When removing medication container from box/basket/cabinet.
- () b. Just before pouring/punching out the correct dose into a medication cup.
- () c. Just before returning medication container to box/basket/cabinet.
- () 11. Administers the EAR DROPS MEDICATION BY EYE DROPPER correctly by:
 - () a. gently shaking the ear medication to mix the medication.
 - () b. positioning the individual: If sitting, has s/he tilt her/his head sideways until the ear is as Horizontal as possible. If lying on a bed, has the bed flat and the individual's head turned so the affected ear is up.
 - () c. gently cleansing the ear canal with a clean wipe.
 - () d. drawing the medication into the dropper.
 - () e. straightening the ear canal by gently pulling the earlobe up and back.
 - () f. resting a finger of the hand holding the dropper on the ear to position the dropper just outside the Ear canal and aiming the drop inline with the ear canal.
 - () g. administering the prescribed amount of medication by gently squeezing the dropper's rubber bulb.
 - () h. having the individual maintain their head position for three minutes with the effected ear upwards. If both ears are to be treated, having the individual wait for at least five minutes beyond the three minutes before doing the other ear.
 - () i. checking the individual to determine if s/he wishes/needs a cotton ball(s) for the affected ear(s) to prevent leakage, provided the individual does not have a behavior (i.e. pica) or disease that precludes this.
- () 12. Observes the individual for immediate reaction to the medication.
- () 13. **Documentation** – marks the MAR for each medication immediately following medication administration indicating the individual has taken the medication.
- () 14. Cleans up area and secures the medications in the locked container/storage/cabinet.

IF INDIVIDUAL IS SELF-MEDICATING the authorized staff person:

- () 1. Observes the individual before administration for later documentation and for conditions that may preclude safe administration. If such conditions are present, does not permit the individual to consume the medication, reports the condition immediately to the nurse and follows agency policy. If conditions indicate that medication administration is safe, permits the individual to consume the medication.
- () 2. Assists the individual to remove her/his medication from the secured/locked storage as needed.
- () 3. If necessary, reviews the safe procedure for administering medications with the individual.
- () 4. If the medication is ADMINISTERED BY EYE DROPPER instruct and/or observe the individual as

Training Program

follows:

- () a. cleans the ear canal with a clean wipe.
- () b. draws the prescribed amount of medication into the eye dropper.
- () c. positions her/him-self in a chair or flat bed with her/his head turned sideways until the ear is as horizontal as possible.
- () d. rests the fingers of the hand holding the dropper on the ear to enable her/him to position the Dropper just outside the ear canal and aim the dropper inline with the ear canal.
- () e. administers the ear medication.
- () f. maintains her/his head position for three minutes. If both ears are to be treated, s/he waits for at Least five minutes beyond the three minutes before administering medication to the other ear.
- () 5. Check the individual to see if s/he wishes/needs a cotton ball(s) for the affected ear(s) to prevent leakage, provided the individual does not have a behavior (i.e. pica) or disease that precludes this.
- () 6. Observe the individual to insure the medications is administered properly and for immediate reaction to the medication. If the authorized staff person observes an error in technique, if possible, she/he prevents the error and instructs the individual in the correct method of administration.
- () 7. **Documentation** – follows agency policy and procedure for documenting medication consumption for an individual who is self-medicating.
- () 8. Follows the ISP, makes sure the area is cleaned and the medications are re-secured in a locked container/storage/cabinet.