

# Medication Administration: Best Practices in ALFs and RCFs

## *A Training for Caregivers and Medication Aides*

**April 23, 2010**  
**Sysco Food Services, Wilsonville**

Safe and efficient medication administration practices are critical to the health and well-being of your ALF and RCF residents. Because it is such an important system, medication administration receives close scrutiny by state surveyors, who often cite communities for substandard practices. In fact, approximately one-third of all survey citations are medication-related. Be sure that your caregivers and med aides know and understand Standards of Practice and their key role in passing medications.

In this course, frontline caregivers and medication aides will review the procedures and systems that must be in place to make your medication pass safe and efficient. This in-depth training is geared to newer staff but is a good refresher for veterans. Policies and procedures for implementation will be provided.

**Space is limited; be sure to register early!**

**Class Hours:** 9:00 a.m. - 4:00 p.m.

### **Target Audience:**

Primary audience: Assisted living and residential care caregivers and medication aides. Information provided is also a valuable refresher for veteran staff, ALF or RCF administrators or nurses looking for caregiver training ideas, as well as nursing facility CNAs and CMAs.

*Note: This is not part of the 80-hour certified medication aide course, but will provide continuing education hours for CMAs.*

### **Topics included:**

- Delegation
- Drug formulations and routes of administration
- Anatomy and Physiology
- Generic/Trade Names
- Medical Terminology
- Standards of Practice for Medication Pass
- How to administer different types of drugs
- CBG calibration
- PRN parameters
- How to process physician orders
- Documentation standards
- Psychoactive medications – rules and regulations
- Most frequent survey citations

### **Faculty**

**Haffenreffer & Associates, Inc.**

Oregon's premiere long-term care consulting firm.

*Call 503.684.3788 for more information or  
to opt out of future faxed educational fliers*

## Registration

[www.oashs.org](http://www.oashs.org)

Name(s) \_\_\_\_\_

Name(s) - Please duplicate for additional names \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

### **Date/location of class you wish to attend**

<b>Fee:</b>	<u>Alliance member</u>	<u>Non-member</u>
<i>(includes lunch)</i>	\$85	\$95

Note: All registrations must be prepaid. Payment can be made by check (made out to OASHS) or credit card. Faxed registrations and telephone registrations will only be accepted with credit card information.

Visa       Mastercard       American Express

Card # \_\_\_\_\_

Name on card: \_\_\_\_\_

Expiration date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Cardholder signature: \_\_\_\_\_

**Total fees enclosed:** \$ \_\_\_\_\_

Enclose check or credit card info and copy of registration form to:

Oregon Alliance of Senior & Health Services

7340 SW Hunziker, Suite 104

Tigard, OR 97223      PH: 503.684.3788      FAX: 503.624.0870

## Registration Options

**Online** – go to: [www.oashs.org](http://www.oashs.org) - Follow Menu Option – Education/Event Calendar – April 23, Medication Administration: Click On Line Registration, which is linked to registration with payment options.

**Or**, fill out the registration form and mail or fax it with your check (**made out to OASHS**) or credit card information. Cancellations must be received no later than five working days prior to the course to be refunded (less a \$20 service charge). No refunds are possible after that date, but you are welcome to send someone in your place. *The Alliance reserves the right to cancel any class that does not meet minimum registration.*

**6 CEUs provided**

**Directions will be sent with your class confirmation**