

# CONNECTICUT VALLEY HOSPITAL

## Nursing Policy and Procedure Manual

### SECTION F: MEDICATION POLICIES AND PROCEDURES

#### CHAPTER 23: MEDICATION MANAGEMENT

#### Policy and Procedure 23.1.1: AUTOMATED MEDICATION SYSTEM-PAGE HALL

##### Policy:

Patients using Page Hall for treatment will be able to obtain medication as needed.

##### Procedure:

- A. Usage
  1. Nursing staff medicating any patient except for an emergency will have the patient's original MAR with them.
    - a. Mar's can be stored in the medication room if desired.
  2. The medication room will be accessed by "badge" only for nurses that have patients at the mall and pharmacy staff for refilling the medstation as indicated.
  3. Enter your patient into the medstation by:
    - a. sign into the medstation using your bioID
    - b. At the main menu, select the "remove" icon and tap on it.
    - c. Select "add patient".
    - d. Type in patients first name, last name and MPI #. Hit "accepts".
    - e. The patient's entire profile should then appear.
    - f. Find the medication you need to administer and exit out when completed.

**DO NOT DISCHARGE THIS PATIENT AFTER MEDICATING THEM. THIS PATIENT WILL STAY ON THE PAGE HALL MEDSTATION FOR 99 HOURS.**

1. Each week you will have to follow this same process to get the patient's profile to show up at Page Hall. The system views this patient as if they are on "visiting status" at Page. Concurrently, they will still be on the profile on the respective unit the patient is assigned.
2. Once you have entered them into the system, it can take approximately 5 minutes before they show up on your screen in Page Hall. Remember that this information has to be processed via the server.
3. Patient specific meds shall either be placed in a matrix drawer with a label or it shall be located in the locked cabinets in the medication room.
  - a. If it is in the matrix drawer, use the override system to access the medication.
4. Controlled substances will be accessed the same way you currently do on your assigned unit. No counting of controls will be required as each time you enter a controlled substance drawer, you will be asked for the "beginning count".

Ativan injectable will be in the remote refrigerator without any other items.

**DO NOT PUT ANY OTHER MEDS IN THIS REFRIGERATOR AND DO NOT PUT ANY WATER/JUICES IN THIS SMALL REFRIGERATOR.**

All other refrigerated meds and juices etc will be kept in the large refrigerator.

5. The key for the “locked cabinets” in the room will be kept in a single cubbie. This can be removed by signing into the Pyxis medstation. The key shall be returned to the medstation once you have finished using it.
6. On the Pyxis medstation screen, you may get a lot of screens that say, “medication not loaded”. If this occurs, this means that the pharmacy has not loaded that particular medication on the Page Hall medstation. If you need a particular medication that is not loaded, you will have to call the pharmacy.