

WHITING FORENSIC HOSPITAL
NURSING POLICY AND PROCEDURE MANUAL

SECTION F: MEDICATION POLICIES & PROCEDURES

CHAPTER 23: MEDICATION MANAGEMENT

**POLICY & PROCEDURE 23.12: Twenty-Four Hour Medication
Transcription Review**

Standard of Practice:

The nurse ensures the accuracy of **all** valid, current physicians' orders every twenty-four (24) hours.

The nurse ensures that doctor's orders have been accurately transcribed on the MAR and all patients are receiving their medications as ordered.

The nurse ensures that all opened multi-dose medication vials are labeled with date, time and initials of the nurse who opened the vial.

Standard of Care:

The patient can expect to receive medications, as prescribed by the physician.

Policy:

A formal twenty-four (24) hour medication check shall be done by a night shift Nurse every twenty-four (24) hours on all current orders.

The night shift checks all current orders every twenty-four (24) hours. This can be done by printing out patient profiles for all patients off the Pyxis MedStation.

Procedure:

The nurse compares the current Physician's Orders with the MAR to ensure accuracy. If a discrepancy is found between the physician's order and the MAR, the nurse checks the MAR and the Pyxis profile to ensure accuracy. On the Pyxis MedStation, the nurse can check the MAR and physician orders with the section that says, "review order" or print out a patient profile. All patient profiles are printed onto the LAN printer. All "review orders" can be printed on the printer on the MedStation itself.

All discrepancies found during this check, are documented on the Medication Error Incident Reporting Form (MERF). (*Refer to OP&P 3.3 Medication Event Reporting System*). The MERF is utilized to note actual as well as potential medication errors.

Rectify any discrepancy that is correctable. Report all discrepancies to the RN Supervisor.

Contact physician to make required corrections or clarification of orders prior to the next scheduled dose.

The Nurse Supervisor completes his/her investigation on the MERF.

The night shift nurse performs a 24- hour check on all open multi-dose medication vials.

The night nurse documents completion of the 24-Hour Transcription Review and open vial check on the 24-hour Transcription Review Log. A new log is initiated to ensure accuracy each month.

WHITING FORENSIC HOSPITAL
NURSING POLICY & PROCEDURE

Twenty-Four Hour Transcription Review Log and
Verification That Multi-dose Vials are Dated, Timed, and Initialed

Month/Year: _____ Unit: _____

Monthly MAR Rewrite
Initial Check By: _____ Date: _____

24-Hour Check

<u>Date</u>	<u>Name</u>	<u>Multi-dose Vial</u> ✓	<u>Date</u>	<u>Name</u>	<u>Multi-dose Vial</u> ✓
1 _____	_____	_____	17 _____	_____	_____
2 _____	_____	_____	18 _____	_____	_____
3 _____	_____	_____	19 _____	_____	_____
4 _____	_____	_____	20 _____	_____	_____
5 _____	_____	_____	21 _____	_____	_____
6 _____	_____	_____	22 _____	_____	_____
7 _____	_____	_____	23 _____	_____	_____
8 _____	_____	_____	24 _____	_____	_____
9 _____	_____	_____	25 _____	_____	_____
10 _____	_____	_____	26 _____	_____	_____
11 _____	_____	_____	27 _____	_____	_____
12 _____	_____	_____	28 _____	_____	_____
13 _____	_____	_____	29 _____	_____	_____
14 _____	_____	_____	30 _____	_____	_____
15 _____	_____	_____	31 _____	_____	_____
16 _____	_____	_____			