LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER - SHREVEPORT

MEDICATION ADMINISTRATION

Policy:

Medications shall be administered only by persons authorized by and within the guidelines of the respective licensing agencies of the State of Louisiana and who are on the staff of LSUHSC-Shreveport.

Procedure:

1. Nurses
   A. Registered nurses currently licensed by the Louisiana State Board of Nursing and licensed practical nurses licensed by the Louisiana State Board of Practical Nurse Examiners or possessing current permits are permitted to administer medications. Parameters are further defined in Nursing Policies, Pharmacy and Therapeutics Committee Policies and other Departmental Policies (such as Anesthesiology, etc.).
   B. Nursing students are permitted to administer medications under the supervision of an instructor as part of their educational experience. (See Nursing Policy and Procedure Manual for guidelines)

2. Medical Staff
   A. Medications may be administered by licensed practitioners of medicine and dentistry that have been granted clinical privileges by LSUHSC-Shreveport, including physician house staff and foreign graduates with permits for institutional practice approved by LSUHSC-Shreveport.
   B. Medical students may administer medications under supervision of a licensed physician. For additional information, see “Intravenous Medications”. Nurse practitioners may administer medications as established by LSUHSC-Shreveport protocols.
   C. Physician’s Assistants may administer medications delegated to them by their supervising physicians and defined in the Practice Act.
3. Other staff

Medications may be administered only by persons authorized by their respective licensing agency within the State of Louisiana and approved departmental policy. These persons include:

A. Respiratory therapists and technicians,

B. Radiology technologist,

C. Physical therapist,

D. EEG technicians

4. Before administering a medication staff shall:

A. Verify that the medication selected is the correct one based on the medication order and product label,

B. Verifies that the medication is stable based on visual exam for particulates or discoloration and that the medication has not expired,

C. Verifies that there is no contraindication,

D. Verifies that the medication is being given at the proper time, in the prescribed dose and by the correct route,

E. Educates the patient, or if appropriate, the patient’s family about any potential significant adverse reaction and other concerns about administering a new medication,

F. Discusses unresolved significant concerns about the medication with the patient’s physician, prescriber, and/or relevant staff, and

G. Verifies patient name and medical record number or birth date.

5. Medication labeling

Medications shall be labeled according to the following guidelines.

A. Any time one or more medications are prepared but are not administered immediately, the medication container must be appropriately labeled. The medication container can be any storage device such as a plastic bag, syringe, bottle, or box which
can be labeled and secured in such a way that it can be readily determined that the contents are intact and have not expired.

B. At a minimum, all medications are labeled with:

1) Drug name, strength and amount (if not apparent from the container),

2) Expiration date when not used in 24 hours,

3) Expiration time when expiration occurs in less than 24 hours

4) For all compounded IV admixtures and parenteral nutrition solutions, the date prepared and the diluents

6. Qualified staff document medication administration in the medical record including, but not limited to:

   A. Date of time of administration

   B. Medication name, dose, and route of administration,

   C. Legal signature and title of person administering the medication.

   [Signature]
   Administrator

   2/18/04
   Date

Approved by Clinical Board: June 2000, 2/17/04
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