LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER - SHREVEPORT

MEDICATION ADMINISTRATION CHECK (MAK)

Purpose:

To outline the process for proper use of the Medication Administration Check (MAK) and proper maintenance of MAK equipment.

Policy:

MAK is a computer software system which automates the medication administration point of care quality check. MAK provides measures of safety in the medication administration process by ensuring that the five rights of medication administration – right patient, right drug, right dose, right time, and right route are met; provides electronic documentation of medication administration; provides online access to care providers for current patient medication information.

A. Administering medications with MAK

1. MAK must be utilized by RNs and LPNs to administer and document medication administration in the patient care areas equipped with the MAK system.

Refer to Nursing Policy “Medication Administration Check” for guidelines for medication administration with MAK.

B. Cleaning of MAK Equipment

1. MAK Carts:

   • Horizontal surfaces, handles, and wand of the MAK cart should be cleaned once daily and whenever visibly soiled with a hospital approved disinfectant/disinfectant wipes by nursing personnel.
   • Keyboard, mouse, scanner handle and head, monitor should be cleaned once daily and whenever visibly soiled with a hospital approved disinfectant/disinfectant wipes.
   • Computer components are scheduled for regular cleaning by BioMed.

2. MAK in patient rooms:

   • Interior key board shelf, keyboard, mouse, scanner handle and head should be cleaned daily and whenever visibly soiled by nursing personnel.
   • Computer equipment, cabinet interior including cables, should be dusted and thoroughly cleaned with
hospital approved disinfectant/disinfectant wipes weekly and when visibly soiled.

- Cabinet exterior will be cleaned by housekeeping with routine room cleaning. Cleaning will be done with a slight amount of a disinfectant agent on a clean cloth and when dry, wiped with a cloth sprayed with furniture polish.
- Computer components are scheduled for regular cleaning by BioMed.

3. MAK Equipment Malfunction:
   a. MAK Equipment – Carts and in patient rooms:
      During Normal Business Hours:
      • Call the Help Desk 55470, Option 2. Computer Services will open a ticket.
      • If needed, a spare MAK cart may be obtained from Bio Med.
      During Non-business hours:
      • Call the Help Desk 55470, Option 1. Computer Services will open a ticket.
      • If needed, a spare MAK cart may be obtained from the Administrative House Manager.
      • Communicate with the day shift about the equipment malfunction.
   b. MAK Cabinet
      • Complete a work order to Physical Plant

Reference: Nursing Policy – to be created

[Administrator's signature]

Administrator

3/17/10

Date

Approved by Clinical Board: 8/16/05, 1/16/07, 3/16/10
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