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| **MONTCALM CARE NETWORK PROCEDURE 611 North State Street, Stanton, MI 48888** | |
| SUBJECT: Medication Administration -  Injections | Section: 8305G |
| Effective Date: February 24, 1987 | Revised Date: April 28, 2021 |

1. All medication is administered at the order of the Agency prescribers. The prescribers determine use, changes, and discontinuation of any medications.

1. An order may be utilized for an injectable medication from a discharging psychiatric inpatient hospital psychiatrist in accordance with Procedure 8305A..
2. Community based injections are provided for person with on transportation or when deemed medically necessary. Persons may be required to use in office services for injections if a safety risk is present in the community.

1. The medical staff obtains injectable medication from a contracted pharmacy for individuals who wish to have long acting injectables delivered to MCN.

1. All medications are stored and disposed of according to procedure #8305K.

1. Medications are removed from locked storage when the individual arrives for the injection onsite.

1. Community based injections and supplies are checked out at the start of shift and unused materials and medical waste returned to the office no later than end of shift. Supplies include gloves, medication, syringe, needle, alcohol pad, band aide, portable sharps container.

1. While in the community, medications and sharps will be transported in a locked container and kept in a locked vehicle. Appropriate precautions are followed to ensure medications are not exposed to extreme temperatures.

1. The nurse compares the medication to the written order and checks the expiration date.

1. The nurse uses at least two identifiers compared to the medical record prior to administering medications:
   1. Photo identification
   2. Staff who knows and identifies the individual
   3. Individual states his/her name
   4. Individual states his/her birth date
2. The individual’s vital signs are taken and assessed for extra-pyramidal symptoms or signs of Tardive Dyskinesia.
3. The medication usage and side effects are reviewed with the individual.

1. A determination is made regarding the most appropriate site for the injection.

1. The nurse washes his/her hands with soap and water or alcohol-based hand sanitizer prior to giving an injection. Gloves are worn for the remainder of the injection procedure and a clean technique is followed.

1. Medication is visually inspected for any discolorations or abnormalities and medication is drawn up into the sterile single use syringe and hypodermic needle to the prescribed dose.

1. Medication and dose are rechecked.

1. Injection site is examined and prepped using an alcohol pad.

1. The medication is delivered by intra-muscular injection and site is checked for bleeding. A bandage is used when necessary.

1. The syringe is deposited into a MIOSHA-approved biohazard waste container and gloves are placed in trash receptacle.

1. The individual is observed post-injection for fifteen (15) minutes after initial dose of long acting injectable at MCN office or in the community for any adverse effects from the procedure. In the event of an adverse reaction resulting in a medical emergency, 911 is called.

1. The nurse documents the medication, dosage, site of injection, lot number, expiration date, vitals, and any adverse reactions in the medical record.

1. All medication is returned to locked storage.

1. Any medication errors or adverse drug reactions are reported to the prescriber and an Incident Report is completed within 24 hours.

1. The individual is scheduled for the next injection per prescriber orders.