

# 6 RIGHTS OF MEDICATION ADMINISTRATION

## ONE THE RIGHT CHILD

Check:

- Child's picture on paperwork
- Child's date of birth
- Health care provider form
- Parental permission form
- Label



## TWO THE RIGHT MEDICINE

Check:

- Name of the medication on the label and "Permission to Administer Medication" form to be sure they match
- The expiration date to be sure medication has not expired



## THREE THE RIGHT DOSE

Check:

- Label and permission form
- Proper measuring tool



## FOUR THE RIGHT ROUTE

Check:

- Label and permission forms to confirm how medication is to be given



## FIVE THE RIGHT TIME

Check:

- Label and permission forms to confirm the time to give the medication
- All documents to confirm when the parent/guardian or staff member last gave the medication
- Directions on all documents for Over the Counter (OTC) medications



## SIX THE RIGHT DOCUMENTATION

Document and report:

- Date and time the medication was administered
- If the child vomited or spit up the medication
- Adverse effects of the medication
- Medication errors

