

Giving Medication Safely



You know the importance of matching the **Five Rights** written on the consent form with the information written on the medication label or package. Always have any supplies you may use *before* getting ready. You will match this information three times when:

1. Getting ready to give the medication:

- Look at the child's log to make sure the child didn't get the medication already.
- Get the correct child and make sure the child is ready to get the medication.
- Wash your hands and the child's hands.
- Once the child is ready, bring the child's consent form to where you store the medication and match the **Five Rights**.
 - medication
 - time
 - dose
 - route
 - child's full name
- Once you take the medication from the storage area, you must never leave it in a place that is accessible to children.
- Check the instructions and package information to see if there are any special instructions for giving the medication, such as with food or on an empty stomach.
- If you did not check the expiration date on the consent form and medication at the beginning of the day, check it now.
- Follow the instructions to prepare the medication. This will be different depending on the route and the medication. Look at the package or insert, if needed.

2. Giving the medication:

- Match the **Five Rights**.
 - medication
 - time
 - dose
 - route
 - child's full name
- Give the medication by following the instructions written on the package, the consent form and any special instructions for the way you are giving the medication. (See Handouts 7.1 – 7.8.)

3. Writing down that you gave the medication:

- Immediately write down that you gave the medication in the child's log before you return the medication to the storage area or return the child to the group.
- As you write, match the **Five Rights**.
 - medication
 - time
 - dose
 - route
 - child's full name
- Return the medication to the storage area immediately after you write down that you gave the medication.
- Wash your hands and the child's hands again.
- Help the child return to the group.



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