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.
     - child’s full name  □ medication □ dose □ route □ time
   - 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.
     - child’s full name  □ medication □ dose □ route □ time
   - 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.
     - child’s full name  □ medication □ dose □ route □ time
   - 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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