

POLICY MANUAL

Subject: Self-Administration of Medication **Effective Date:** 11/20/90

Initiated By: Cindy Stewart Freeman
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Approved By: William C. Anderson
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POLICY:

Patients are permitted to self-administer medications (such as creams or lotions) under supervision of a nurse when the medications have been specifically ordered by a physician.

PROCEDURE:

1. There shall be a specific order by the physician for a patient to self-administer any medications. This order shall include the name, dose, route and frequency for each medication.
2. The following steps for supervision are to be followed by nurses when patients or when applicable a family member assists with self-administering medications:
 - A. Ensure that the medication label provides specific instructions for use.
 - B. The nature of the medication to be administered, how to administer the medication (frequency, route of administration, dose, etc) are explained. Expected actions, potential side effects and how effects of medications will be monitored are also reviewed. Patient understanding is reviewed through verbalization and/or return demonstration.
 - C. Document date and time that the medication is given to the patient in progress notes. Documentation includes that the patient was given instructions on use and the patient's response to that teaching. (See related policy on [Medication Administration Documentation](#).)