

LAKEHEAD UNIVERSITY SCHOOL OF NURSING

Medication Administration Policy

1.0 PREAMBLE

The following policy reflects the importance of safe medication administration with the BScN program. As outlined in the [College of Nurses of Ontario \(CNO\) Practice Standard: Medication](#) (CNO, 2023), “Nurses promote safe care, and contribute to a culture of safety within their practice environments, when involved in medication practices” (p. 3).

2.0 DEFINITIONS

Medication error is defined as: “Any preventable event that may cause or lead to inappropriate medication use or patient harm while the medication is in the control of the health care professional, patient, or consumer. Such events may be related to professional practice, health care products, procedures, and systems, including prescribing; order communication; product labeling, packaging, and nomenclature; compounding; dispensing; distribution; administration; education; monitoring; and use” (CNO, 2023, p. 6). A medication error occurs when a student fails to adhere to the CNO’s current Practice Standard about Medication.

Near miss is defined as: “An event, situation, or error that took place but was captured before reaching the patient” (CNO, 2023, p. 6).

3.0 POLICY

3.1 Medication Dosage Calculation

- i) Students are encouraged to purchase a medication dosage calculation resource.
- ii) Theory and practice related to medication dosage calculations will be taught in various courses across the curriculum.
- iii) Nursing students must successfully complete a medication dosage calculation quiz before the clinical placement each semester (starting in Winter of year 2) of years 2, 3, and 4 of the BScN programs, and achieve a score of 100% on all medication quizzes in a timeframe that reflects course requirements. Use of non-programmable calculators is permitted during any medication dosage calculation

test.

- iv) A student will have the opportunity to write the medication dosage calculation quiz as per the clinical course syllabi, during which time the student may not be permitted to administer any medications in the clinical setting.
- v) Students who do not achieve 100% as per the clinical course syllabi medication dosage calculation quiz expectations may be responsible for arranging remedial medication dosage calculation assistance, as required, and will have a restricted scope of practice in the clinical setting. Students are not permitted to administer any medications until they successfully pass the quiz.
- vi) Students who are unable to successfully complete the medication dosage calculation quiz must work with the clinical course Faculty or Clinical Lead to develop a learning plan for the clinical course.

3.2 Medication Administration Competencies

- i) All medications are to be administered by the student under the direct supervision of the clinical instructor or preceptor.
- ii) All students in clinical, must have completed medication “drug” studies for each medication ordered.
- iii) The Clinical Instructor is responsible for reviewing all medication studies with each student at every medication pass in second and third year.

3.3 Safety Incidents Procedures for Medication Errors

- i) A nursing student uses knowledge, skill and judgment to administer medications safely. A medication error event is a serious occurrence that will result in the provision of additional learning opportunities including remediation, and may result in failure to meet clinical course objectives.
- ii) Consistent with the [School of Nursing regulations](#), students have an ethical duty to report incidents that require disclosure, including medication errors and near misses, to their preceptor/clinical instructor

3.4 Medication Errors in the Clinical Setting Reporting:

- i) When a student makes a medication error (see Appendix A), the preceptor/clinical instructor informs the Course Lead (years 2 and 3) and Clinical Instructor (year 4) **by the end of the shift.**
- ii) By the end of the shift that the incident occurred, the following must be completed:
 - a. **Placement Agency Medication Error Report** (internal organizational paperwork at the clinical site)
 - b. **Lakehead University’s Medication Incident Form** (to be submitted to the Clinical & Lab Technologist)
 - c. **Lakehead University’s Practice Lab Referral Form** (to be submitted to practicelab.nurs@lakeheadu.ca)

- iii) If the student fails to inform their preceptor/clinical instructor immediately following an incident, they will be at risk of being ineligible to return to their clinical placement and may result in course failure (see [School of Nursing Regulation 8: Unsafe/Unethical/Unprofessional Behaviour](#)).

3.5 Medication Near Miss in the Clinical Setting Reporting:

- i) When a student is involved in a near miss, the preceptor/clinical instructor informs the Course Lead (years 2 and 3) and Clinical Instructor (year 4) **by the end of the shift**.
- ii) When a student is part of a near miss event, the clinical instructor must complete Lakehead University's School of Nursing Counseling Form (clearly indicating the circumstances of the event, the learning needs, remediation activities, etc.).
- iii) A near miss may result in a practice lab referral.

3.6 Forms to Complete:

Please see Appendix A "Medication Error in Clinical Algorithm".

- i) [LU Medication Incident Form](#)
- ii) [Practice Lab Referral Form](#)

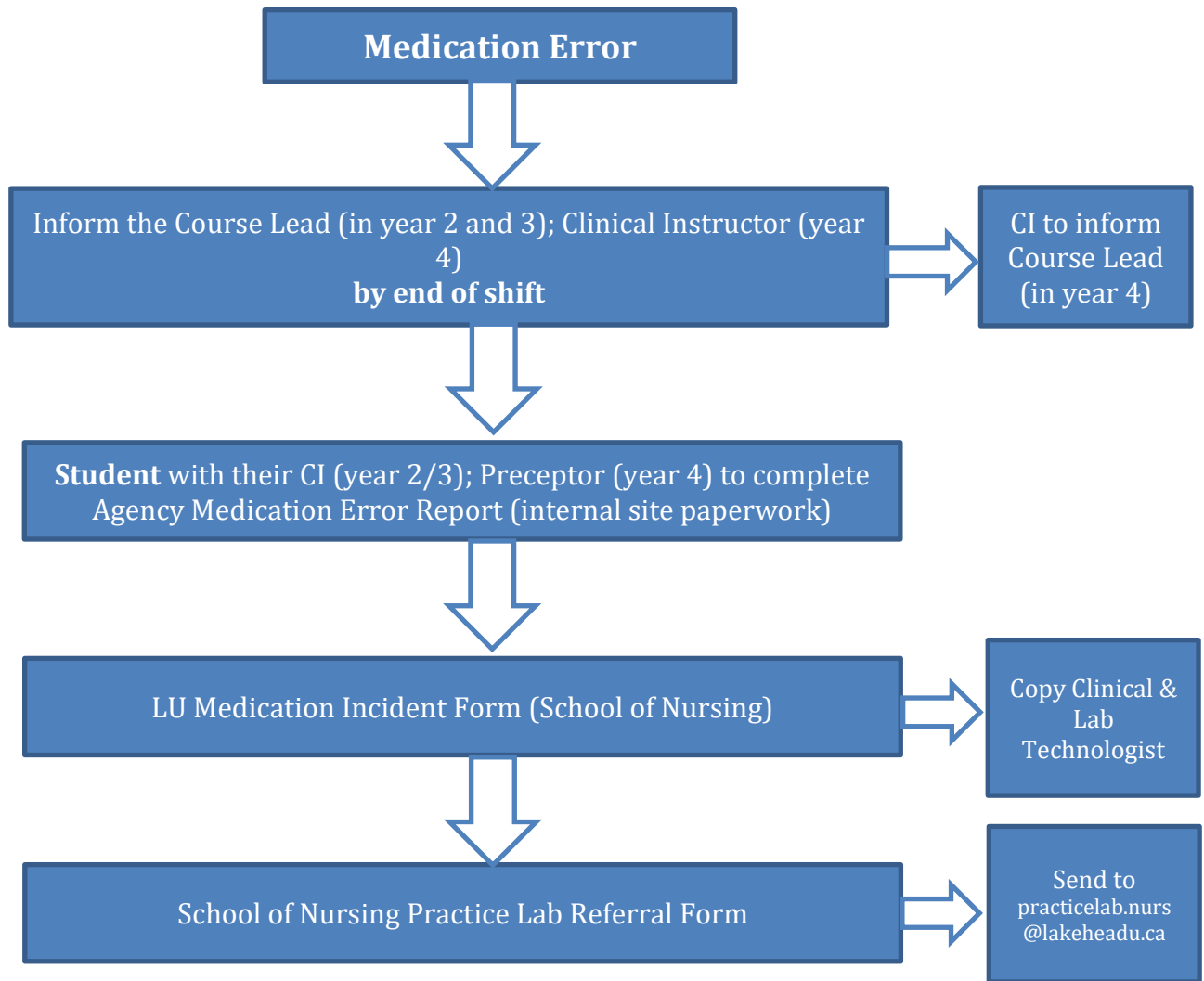
3.7 Resources:

College of Nurses of Ontario (CNO). (2023). Medication practice standard. https://www.cno.org/globalassets/docs/prac/41007_medication.pdf

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Appendix A

Medication Error in Clinical Algorithm



Appendix B

Near Miss in Clinical Algorithm

