

MEDICATION ADMINISTRATION POLICIES:

5.5 PATIENT'S OWN MEDICATION

POLICY:

- A. In-patient units:**
 - a. Patients may use their own medication if the drug is not on Formulary and the prescriber has written an order specifying the patient may use their own medication.
 - b. These medications must be identified by hospital pharmacy staff prior to administration.
 - c. Documentation of administration is required on the Medication Administration Record (MAR).
- B. Out-patient care units** (eg. Renal Dialysis Unit, Psoriasis Clinic, STAT centre day care):
 - a. May use their own medication provided the prescriber has specified in the health record that POM may be given.
 - b. No documentation of administration is required.
- C. Pre-admission Clinic:**
 - a. The Pre-admission Clinic may identify patients with indications for taking their own medications, regardless of formulary status, when admitted to hospital.
 - i. Nurse to document in the nursing notes that the patient requests to take their own medication(s).
 - ii. Nurse to submit a pharmacy consult request that includes the reason for the consult.
 - iii. Nursing Unit Assistant to fax the request for pharmacy consult to pharmacy for follow-up with patient.
 - iv. Pharmacy to identify patient's own medications for the day of surgery, thereby allowing administration of patient own medications post-operatively.
- D. Short stay units ie. Same Day Admit, Surgical Day Care, Perioperative Care Center (Patients who are in a short stay unit, or patients who are admitted to another unit through a short stay unit and discharged from the hospital within 24 hours):**
 - a. Patients may take their own medications without prior identification by pharmacy provided that:
 - i. There is insufficient time prior to administration to allow for identification by pharmacy.
 - ii. There is a written prescriber's order in the health record.
 - iii. Self-administration of the medication by the patient is documented in the health record.

5.5 PATIENT'S OWN MEDICATION cont'd

PROCEDURE:

Inpatient units:

- a. Prescriber:
 - i. Writes a complete order in the prescriber's orders section of the health record.
 - ii. Indicates in the order that the patient may use their own medication.
- b. Patient care unit:
 - i. Sends the patient's own medication to pharmacy for identification.
 1. Medications should be sent via messenger in a sealed bag and labeled with a "Please Identify" sticker. DO NOT sent POM to pharmacy using the tube system.
 2. Once POM identified and labeled by pharmacy, and returned to the nursing unit, the medication
 - a. is stored in the medication cupboard/cart, in the patient's medication cassette/drawer, or in Omnicell (e.g. narcotics) as applicable.
 - b. is administered according to the in-patient prescriber's order and document in MAR
 - c. is returned to the patient on discharge
- c. Pharmacy:
 - i. Identifies and labels the medication and returns it to the patient care unit.