DUVAL COUNTY DISTRICT SCHOOLS AND DOH- DUVAL SCHOOL HEALTH SERVICES

Medication Administration Skills Checklist

Staff	person trained	Position	
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Procedure Guidelines	Return Demo Date
Washes hands before and after procedure.	
States Rights	
is te and on file.	
Reads label 3 appropriate times.	
Checks expiration date on label.	
Documents medications given correctly.	
Maintains security of medication area.	
Describes proper actions for medication refusal, field trip, and medication error.	
Emergency Medications:	
Epipen:	
States symptoms of allergic reaction, location of med and emergency plan.	
Demonstrates, with trainer, correct procedure for administration.	