

## **449.2744 Administration of medication: Maintenance and contents of logs and records**

### **1.**

The administrator of a residential facility that provides assistance to residents in the administration of medications shall maintain:(a) A log for each medication received by the facility for use by a resident of the facility. The log must include: (1) The type and quantity of medication received by the facility; (2) The date of its delivery; (3) The name of the person who accepted the delivery; (4) The name of the resident for whom the medication is prescribed; and (5) The date on which any unused medication is removed from the facility or destroyed. (b) A record of the medication administered to each resident. The record must include:(1) The type of medication administered; (2) The date and time that the medication was administered; (3) The date and time that a resident refuses, or otherwise misses, an administration of medication; (4) Instructions for administering the medication to the resident that reflect each current order or prescription of the resident's physician, physician assistant or advanced practice registered nurse, including, without limitation, whether the medication is to be administered according to a routine schedule or as needed; (5) Any change in an order or prescription of a resident's physician, physician assistant or advanced practice registered nurse, including, without limitation, the discontinuation of the medication; (6) Any time when the resident is out of the facility; and (7) Any mistakes made in the

administration of medication.

**(a)**

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The type and quantity of medication received by the facility;

**(2)**

The date of its delivery;

**(3)**

The name of the person who accepted the delivery;

**(4)**

The name of the resident for whom the medication is prescribed; and

**(5)**

The date on which any unused medication is removed from the facility or destroyed.

**(b)**

A record of the medication administered to each resident. The record must include:(1) The type of medication administered; (2) The date and time that the medication was administered; (3) The date and time that a resident refuses, or otherwise misses, an administration of medication; (4) Instructions for administering the medication to the resident that reflect each current order or prescription of the resident's physician, physician assistant or advanced practice registered nurse, including, without limitation, whether the medication is to be administered according to a routine schedule or as needed; (5) Any change in an order or prescription of a resident's physician, physician

assistant or advanced practice registered nurse, including, without limitation, the discontinuation of the medication; (6) Any time when the resident is out of the facility; and (7) Any mistakes made in the administration of medication.

**(1)**

The type of medication administered;

**(2)**

The date and time that the medication was administered;

**(3)**

The date and time that a resident refuses, or otherwise misses, an administration of medication;

**(4)**

Instructions for administering the medication to the resident that reflect each current order or prescription of the resident's physician, physician assistant or advanced practice registered nurse, including, without limitation, whether the medication is to be administered according to a routine schedule or as needed;

**(5)**

Any change in an order or prescription of a resident's physician, physician assistant or advanced practice registered nurse, including, without limitation, the discontinuation of the medication;

**(6)**

Any time when the resident is out of the facility; and

**(7)**

Any mistakes made in the administration of medication.

**2.**

The administrator of the facility shall keep a log of caregivers assigned to administer medications that indicates the shifts during which each caregiver was

responsible for assisting in the administration of medication to a resident. This requirement may be met by including on a resident's medication sheet an indication of who assisted the resident in the administration of the medication, if the caregiver can be identified from this indication.