

Daily Medications

What do I do if a student's medication stays the same, but has a change in dosage, time, or is discontinued and then restarted again? Or number of times administered during the day is changed.

As long as the medication is the same medication:

- 1) Dosage change – change the dosage on the original medication set up to the new dosage and document the date of the change in the Note area. Adjust the inventory down to 0. Then add new count.
- 2) Time of dosage change – change the time to be administered on the original set up. You can document the date of the change in the note area.
- 3) Medication discontinued and then restarted – Change the start and stop date in the original medication set up, and dosage and time as needed. Adjust the inventory to 0 when medication dc'd. Enter new count when restarted. Document dates of stop and restart in Note area.
- 4) Number of times administered is decreased – delete the dose # by using the delete record icon on top tool bar and then readjust the dose # accordingly if needed.

The medication history will show the correct dosage and time of that student's medication administration.

If there is a change of medication to a new medication, do a new daily medication set up for that student.