



<b>Client's Name:</b>
<b>PHIN:</b>
<b>Resource Coordinator:</b>
<b>Office Location:</b>

<b>HOME CARE ATTENDANT ASSIGNMENT TASK TRAINING RECORD - Oral Medication</b>			
HCA Name: _____			
Date Trained: _____			
<b>Steps to review with Home Care Attendant</b>	<b>Met</b>	<b>Not Met</b>	<b>Comments</b>
1. Wash hands.			
2. Ensure client has a drink available (not grapefruit juice).			
3. Obtain client's medication record and medication.			
4. Review Five Rights of Medication Assistance: <ul style="list-style-type: none"> <li>• Right Person</li> <li>• Right Drug</li> <li>• Right Dose</li> <li>• Right Time</li> <li>• Right Route</li> </ul>			
5. Remove medications from correct day and time. Place medication directly into small bowl or cup. Set up liquid medications as indicated on medication record.			
6. Perform visual inspection of blister pack to ensure no pills left in the blister pack.			
7. Provide medications to the client. Encourage client to take a drink first and swallow pills one at a time with small sips of fluid between each. If required, provide pre-poured liquid medication to the client and have them swallow entire dose.			
8. Wash hands.			
9. Clean up supplies.			
10. Document on the Home Care Medication Assignment Record – Home Care Attendant. If required, document using legend in bottom corner of the medication record and report to Resource Coordinator.			

**Nurse Signature:** \_\_\_\_\_

**Home Care Attendant Signature:** \_\_\_\_\_

**FORWARD TO NURSE EDUCATOR – CLIENT SPECIFIC SERVICES WITHIN 24-48 HOURS**

Procura Entry Completed

Reviewed by: \_\_\_\_\_