



Client's Name:
PHIN:
Resource Coordinator:
Office Location:

HOME CARE ATTENDANT ASSIGNMENT TASK TRAINING RECORD – Oral Medication Set Up			
HCA Name: _____			
Date Trained: _____			
Steps to review with Home Care Attendant	Met	Not Met	Comments
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"> • Right Person • Right Drug • Right Dose • Right Time • Right Route 			
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. Make eye contact with the client and communicate that you are placing medication in the location indicated on the care plan.			
8. Wash Hands.			
9. Clean up supplies.			
10. Document on the Home Care Medication Assignment Record – Home Care Attendant.			

Nurse Signature: _____

Home Care Attendant Signature: _____

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

Procura Entry Completed

Reviewed by: _____