



Administration of Medicines Knowledge Paper

Candidate

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Company

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date

--	--	--	--	--	--	--	--

Important Copyright Notice

This training manual remains the intellectual property of E-cert Healthcare Training Limited

The Material featured in this workbook is subject to E-cert Healthcare Training Limited copyright protection unless otherwise stated; any breach of this may result in legal action. Any other proposed use of the E-cert Healthcare Training Limited material will be subject to copyright license from E-cert Healthcare Training Limited. The information enclosed is not to be used, leased or lent to anyone intending to use it for training purposes, neither is it to be stored on any retrieval system for a use at a later date.

© E-cert Healthcare Training Limited

**Administration of Medicines
Knowledge Paper**

1. Give an example of a medication error.

.....
.....
.....

2. If a medication is delivered with a damaged label what action must a care provider take?

.....
.....
.....

3. Which of the following is the most common cause of medication errors?

- a. Computer error
- b. Human error
- c. Uncontrollable events

4. Complete the sentence; 'Staff who are going to administer medication must have received adequate information, training and In order to carry out tasks safely.'

5. Which groups of people may be at risk if medicines are not properly controlled?

.....
.....
.....

6. Which statement is correct?

- a. All medicines are taken to cure illnesses
- b. Some medicines are taken to prevent illness
- c. Items such as vitamins taken to improve wellbeing are not classed as medicines

**Administration of Medicines
Knowledge Paper**

7. What do the letters POM stand for in relation to the classification of medicines?

.....

8. How would a 'topical' medicine be administered?

.....
.....
.....

9. Give an example of a type of medicine which a care worker would need specialist training to administer.

.....
.....
.....

10. What are 'complementary therapies'?

.....
.....
.....

11. What process do care providers use to decide whether people they support are able to administer their own medication?

.....
.....
.....

12. Who has ownership of prescribed medicines?

.....
.....
.....

**Administration of Medicines
Knowledge Paper**

13. Give an example of a factor which should be considered when medicines are prescribed.

.....
.....
.....

14. Why is it important to consider people's privacy when administering medication?

.....
.....
.....

15. What action should you take if someone refuses to take prescribed medication?

.....
.....
.....

16. What is a MAR chart?

.....
.....
.....

17. How should records be completed?

.....
.....
.....

18. What should you do if you make an error on medication records?

.....
.....
.....

**Administration of Medicines
Knowledge Paper**

19. How many 'rights' should you check before administering medication?

.....
.....
.....

20. How do you check that you are giving medicine to the right person?

.....
.....
.....