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| Triple Check Process For Monthly Medication Administration Review | | | | NO. | |
| PURPOSE:  To provide a systematic approach to maintain accuracy of physician order transcription and follow through of orders to the resident plan of care.  STATEMENT OF POLICY:  It is the policy of the facility to triple check all physician orders at the end of the month so that all residents have accurate orders at the beginning of each month for carry through to the plan of care.  PROCEDURE:   1. Procedure for checking physician order using the triple check method: 2. Nurse will check the physician order sheet when it is received from the pharmacy on the predetermined date before the end of the month. 3. First check of each new order received during the month is made to be sure the order has been carried through to the new Physician order. MAR (Medication Administration Record) and/or TAR (Treatment Administration Record) as designated by the Director of Nursing or Unit manager. 4. Documentation by signature, date and time will be noted on the POS by the nurse completing the check. 5. Second check will be done by another nurse following the previous check to determine accuracy of the first check and determine if all orders have been carried through to the new Physician Order Sheet. 6. Documentation by signature, date and time will be noted on the POS below the first check will be done by the second nurse completing the check. 7. The third check will be done on the first of the month at the changeover determining that all new orders have been carried through to the POS, MAR, and TAR. 8. Documentation by signature, date and time will be noted in the right upper corner of the MAR or TAR designating the third and final check has been completed. 9. Procedure for training of facility nursing staff: 10. Nursing staff will be provided education regarding this policy and procedure to include: 11. Proper transcription of orders to the POS, MAR and TAR 12. Proper documentation of triple check process to the medical record. 13. Importance of compliance with order check system versus quality resident care. 14. Medical records designee will be provided education regarding this policy and procedure to include: 15. Audit procedure 16. Compliance with documentation that checks have occurred. | | | | | |
| Approved: | Effective Date: | Revision Date: | Change No.: | | Page:  1 of 1 |