



Department of  
Developmental  
Services

**7**

# Seven Rights of Assisting with Self-Administration of Medication



**Medications** are substances used to prevent or treat an illness. Knowing about medications and how to assist individuals in using them is vital to the health and well-being of those you support.

# Safety is the #1 Priority



Following the **Seven Rights** each time you assist an individual with self-administration of medication is the best way for the Direct Support Professional (DSP) to prevent medication errors.

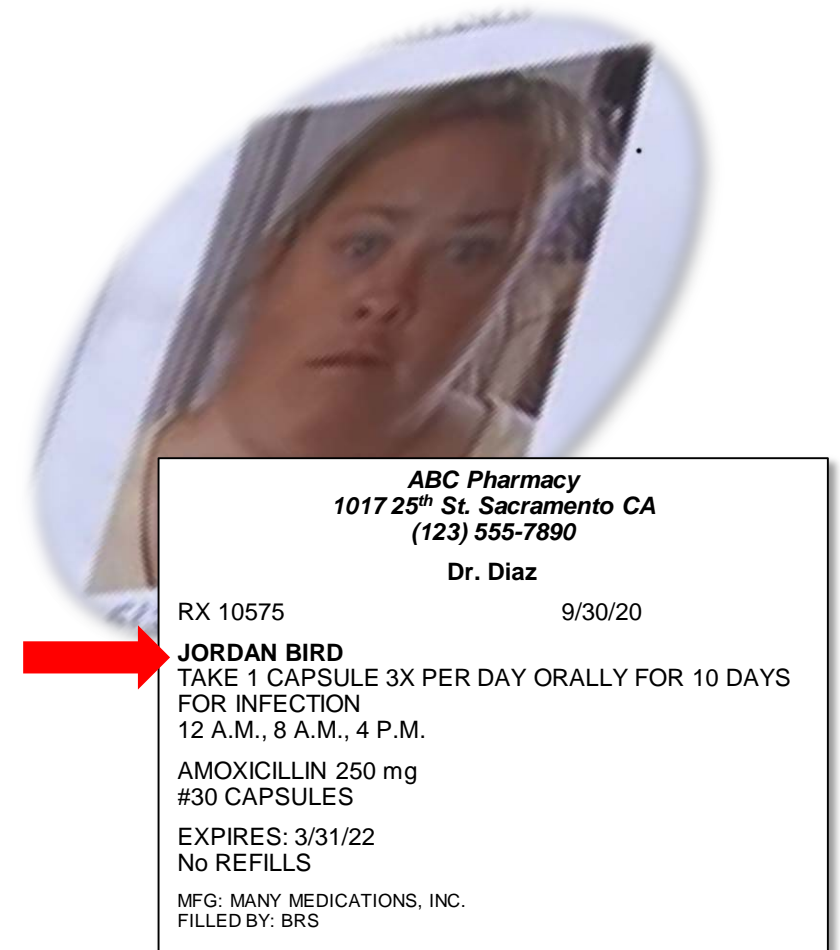
# What are the Seven Rights?

The **Seven Rights** are needed to assure that medication is being taken safely. The Direct Support Professional needs to be sure he or she has the:

1. **Right** person
2. **Right** medication
3. **Right** dose
4. **Right** time
5. **Right** route
6. **Right** reason
7. **Right** documentation

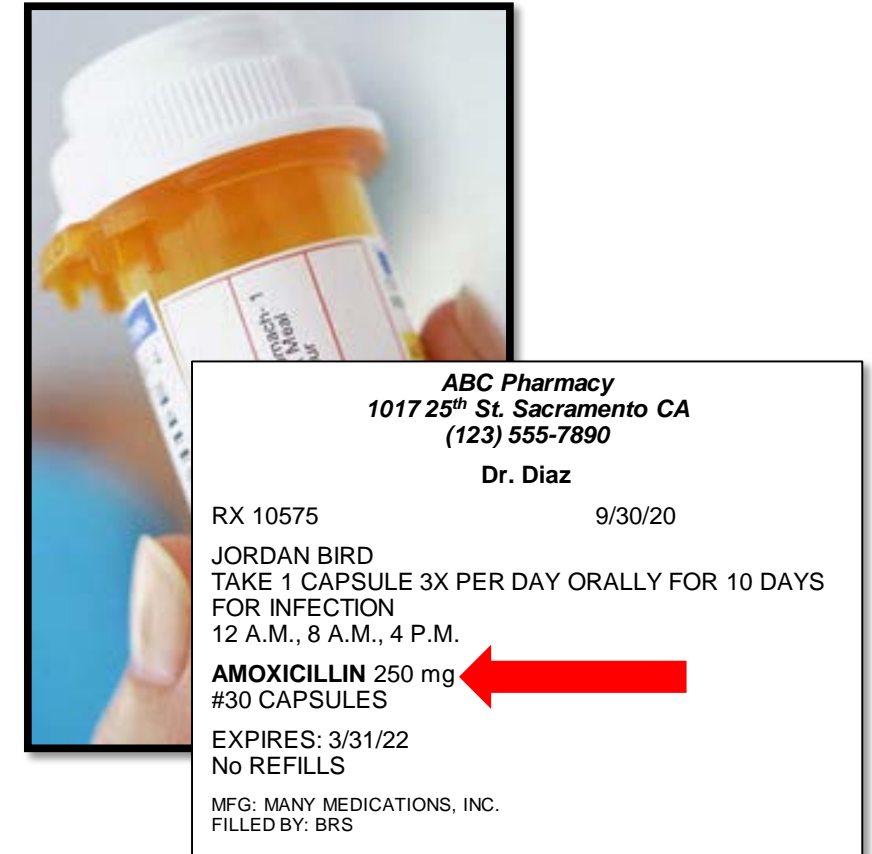
# 1. Right Person

- It is important that you identify the right individual.
- Read the name of the individual on the medication label and compare it to the Medication Access Record (MAR).
- Use 2 identifiers such as a photo or name and date of birth.
- You can consult another staff member who knows the individual or ask the individual “What is your name?”.



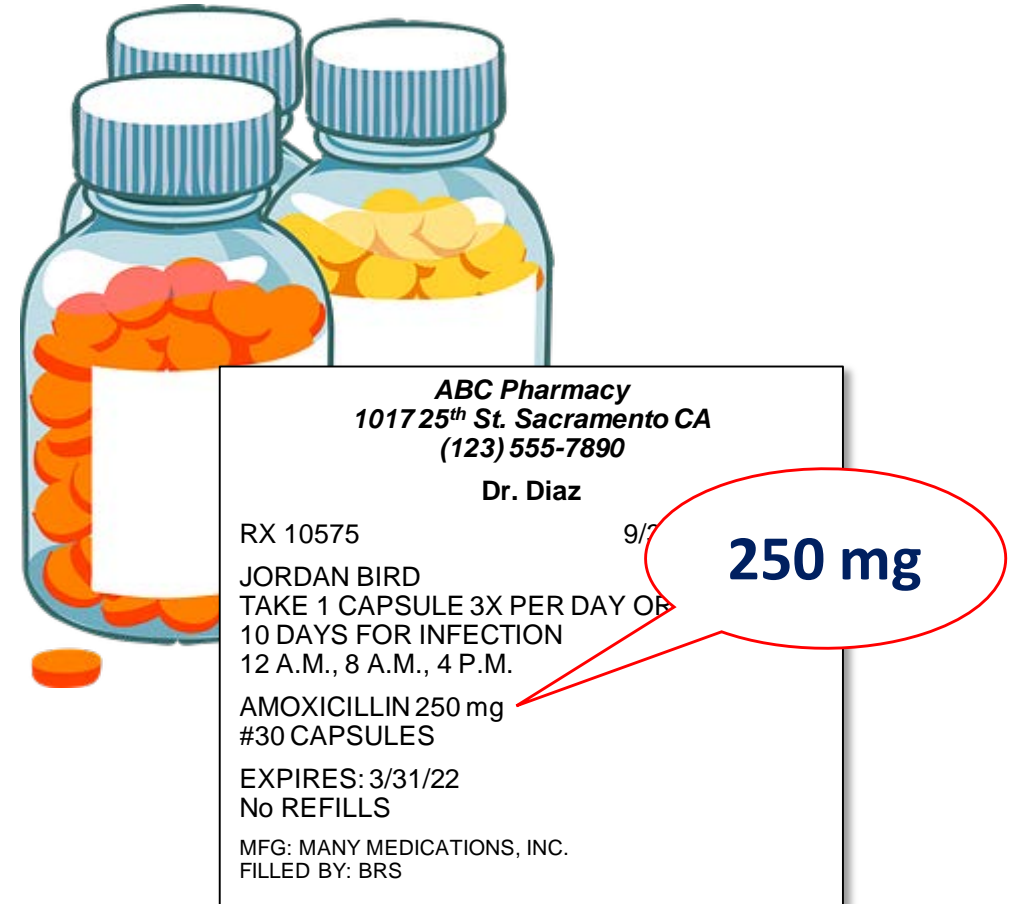
## 2. Right Medication

- After you have verified that you have the right individual, read the name of the medication on the label.
- Read the medication label three times and compare it to the information on the individual's MAR.



### 3. Right Dose

- Read the medication label for the correct dosage and compare it to the MAR.
- Be alert to any changes in dosage.
- Question any changes in dosage, color, size, or form of medication.



## 4. Right Time

- Read the medication label for directions as to when and how often the medication should be taken and compare it to the MAR.
- Medications must be taken at a specific time(s) of the day.
- You need to know when the individual took the last dose.
- You need to know if foods and liquids can be taken with the medication.



**ABC Pharmacy**  
1017 25<sup>th</sup> St. Sacramento CA  
(123) 555-7890  
Dr. Diaz

RX 10575 9/30/20

JORDAN BIRD  
TAKE 1 CAPSULE 3X PER DAY ORALLY FOR 10 DAYS  
FOR INFECTION  
**12 A.M., 8 A.M., 4 P.M.** ←

AMOXICILLIN 250 mg  
#30 CAPSULES

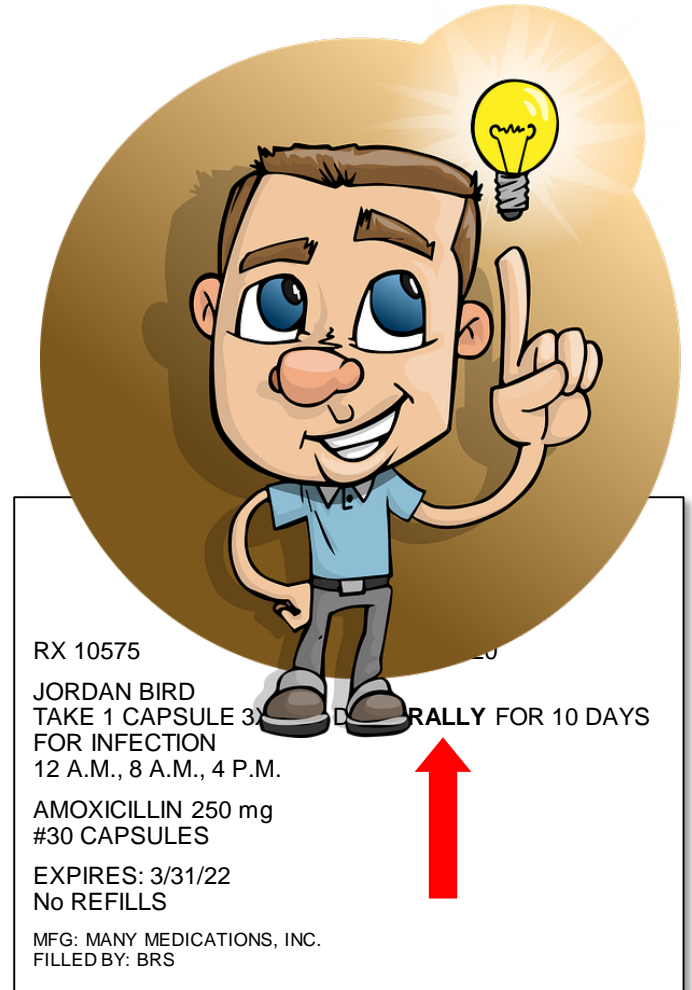
EXPIRES: 3/31/22  
No REFILLS

MFG: MANY MEDICATIONS, INC.  
FILLED BY: BRS



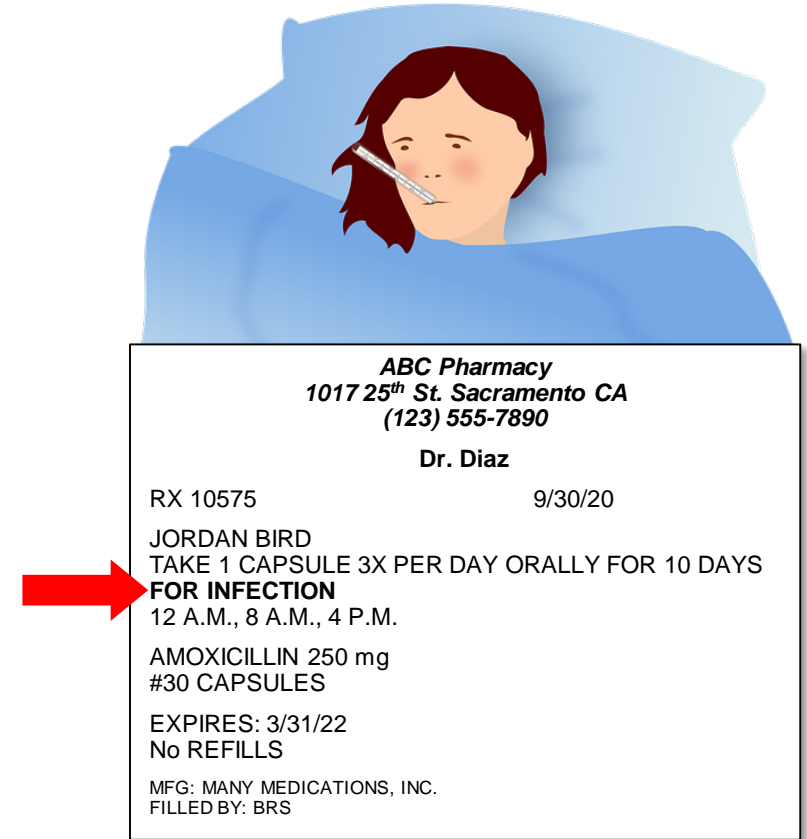
## 5. Right Route

- Read the medication label for the appropriate route or way to take the medication and compare it to the MAR.
- Route for tablets, capsules, and liquids is “oral”, which means it enters the body through the mouth.
- Other routes include nasal sprays, which are inhaled through the nose; topical, which includes dermal patches or ointments applied to the skin; eye drops, ophthalmic; and ear drops.
- Other more intrusive routes, such as injections; suppositories; or enemas are only to be administered by a licensed health care professional.



## 6. Right Reason

- Every medication has a condition/reason for why it is prescribed.
- Most medication labels have the condition/reason printed on the label, make sure to read it.
- It is the physician's responsibility to write the correct information on the prescription for the pharmacy.
- Medications can be a “routine” medication or an “as needed” medication which is also called a PRN (Pro Re Nata) medication.
  - *PRN information and procedures are not discussed in this module.*



## 7. Right Documentation

- Documentation must be completed on the individual's MAR every time a medication is taken.
- Documentation of medication includes noting self-administration, missed dosages, errors, side effects, drug interactions, refusals, and whether the individual was off site.
- Direct Support Professionals must sign/initial and indicate the right time and date the medication was taken on the MAR.
- Information on the MAR must match the information on the prescription label from the pharmacy.

Note: See next slide for sample MAR.

# Medication Administration Record

MEDICATION ADMINISTRATION RECORD (MAR)																																	
Molina Family Home								123 Main Street, Any City, CA 90000																(123) 456-7890									
Facility Name								Address																Phone Number									
Name: <b>Jordan Bird</b>								Insurance: <input checked="" type="checkbox"/> Medi-Cal <input type="checkbox"/> Medicare								Insurance No. <b>000111</b>																	
Drug/Strength/Form/Dose								Hour		Month & Year (MM/YY) :																							
										<div style="display: flex; justify-content: space-between;"> <span>1</span><span>2</span><span>3</span><span>4</span><span>5</span><span>6</span><span>7</span><span>8</span><span>9</span><span>10</span><span>11</span><span>12</span><span>13</span><span>14</span><span>15</span><span>16</span><span>17</span><span>18</span><span>19</span><span>20</span><span>21</span><span>22</span><span>23</span><span>24</span><span>25</span><span>26</span><span>27</span><span>28</span><span>29</span><span>30</span><span>31</span> </div>																							
ABC Pharmacy								8:00 AM		SL																							
1017 25th St., Sacramento, CA								4:00 PM																									
Phone: (123) 555-7890 Fax: (123) 555-7891																																	
Rx: 10387 Dr. Diaz Patient: Jordan Bird 9/30/18																																	
TEGRETOL 400 mg #60 tablets																																	
TAKE 2 TABLETS ORALLY EVERY AM AND PM FOR SEIZURES																																	
(8:00 A.M., 4:00 P.M.)																																	
Expires: 3/31/20 Filled by: BRS																																	
Mfg: Many Medications Refills: 0																																	

# Knowledge Check

There are **Seven Rights** of Assisting with Self-Administration of Medication, click the one that does NOT belong to the group.

Person

Medication

Time

Route

Documentation

Weather

Reason

Dose

# Knowledge Check

There are **Seven Rights** of Assisting with Self-Administration of Medication, click the one that does NOT belong to the group.



# Knowledge Check

There are **Seven Rights** of Assisting with Self-Administration of Medication, click the one that does NOT belong to the group.



# Knowledge Check

There are **Seven Rights** of Assisting with Self-Administration of Medication, click the one that does NOT belong to the group.

Click here to  
continue

Weather





# Read and Compare Three Times (3x)

When assisting an individual, you must read and compare the information on the medication label to the information on the Medication Administration Record (MAR) **three times** before the individual takes the medication.

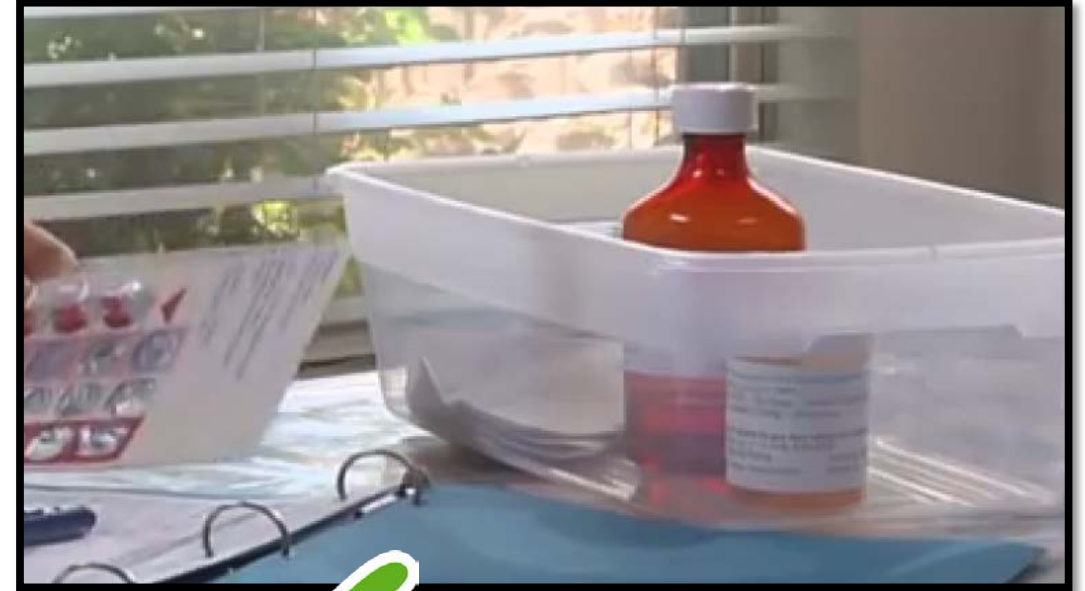


**ALWAYS REMEMBER** the **SEVEN RIGHTS!!!**

# First Check - Verification

**When you remove the medication from the storage area.**

Read and compare the information on the Medication Label to the information on the Medication Administration Record (MAR).

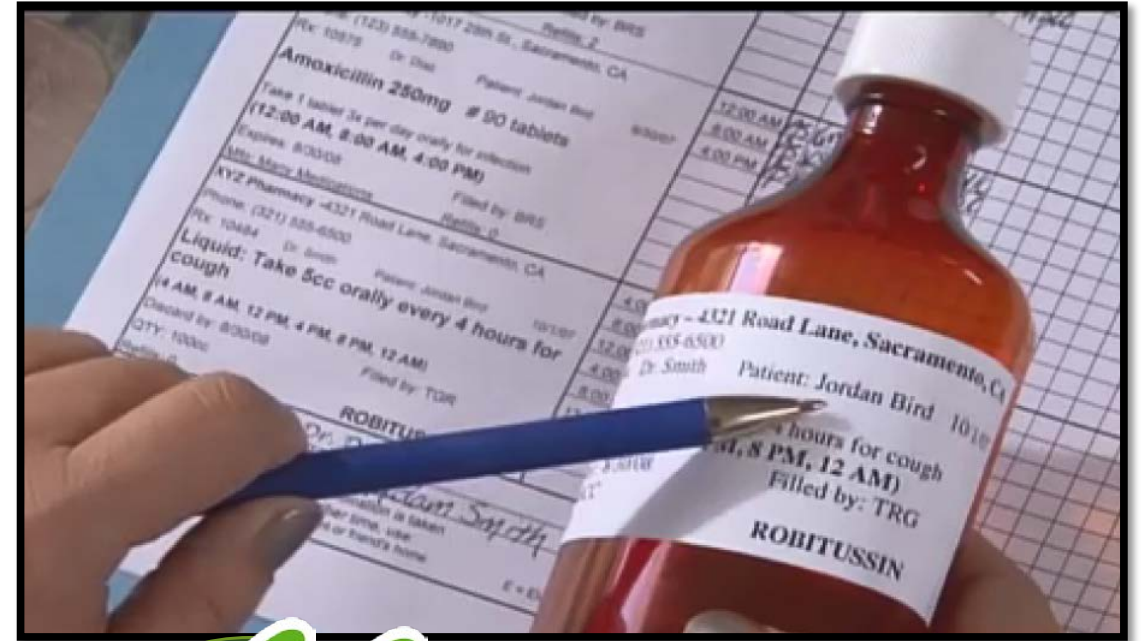


*Verification*

# Second Check - Preparation

**When you prepare the medication in individual doses from the original labeled container.**

Read and compare the information on the Medication Label to the information on the Medication Administration Record (MAR).



*Preparation*

# Third Check - Presentation

**When you provide the medication to the individual, just before you assist them to take the medication.**

Read and compare the information on the Medication Label to the information on the Medication Administration Record (MAR).



*Presentation*

# Something's wrong!



If, at any time, you discover that any of the information does not match, **STOP**.

You may have the **wrong** individual, or be preparing the **wrong** medication in the **wrong** dose at the **wrong** time.

Think through of all the possibilities and if still unsure, ask another DSP or your Administrator. In some cases, you may need to call the doctor or pharmacist.

# Remember

## **When Assisting with Self-Administration of Medications, You Must Ensure That...**

- The Right person...
- Receives the Right medication...
- In the Right dose...
- At the Right time...
- By the Right route...
- For the Right reason
- With the Right documentation.





# Resources

Click the link below for more information regarding the Seven Rights of Assisting with Self-Administration of Medication and other best practices and procedures to providing care to individuals with intellectual or developmental disabilities.

<https://www.dds.ca.gov/services/dspt/year-1-2-trainer-and-student-resource-guides/>

**Continue to Quiz**

# Quiz Time

**1. If at any time you see that one of the Seven Rights does not match, you should:**

- A. Go on to the next right
- B. Stop and get help from another staff, your supervisor, the doctor or the pharmacist
- C. Change the right
- D. Stop and try to assist a different individual instead

**Check your answer**

**Click Here**





# Quiz Time

**1. If at any time you see that one of the Seven Rights does not match, you should:**

- A. Go on to the next right
- B. Stop and get help from another staff, your supervisor, the doctor or the pharmacist
- C. Change the right
- D. Stop and try to assist a different individual instead

**Check your answer**

[Click Here](#)

**B**



Next Question

# Quiz Time

**2. The Medication Administration Record (MAR) must be read three times before the individual takes the medication, there are three checks involve in this process, what are those?**

- A. Verification, Preparation, and Presentation
- B. Administration, Documentation, and Reporting
- C. Verification, Delivery, and Documentation
- D. Handwashing, Preparation, and Presentation

**Check your answer**

**Click Here**



# Quiz Time

**2. The Medication Administration Record (MAR) must be read three times before the individual takes the medication, there are three checks involve in this process, what are those?**

- A. Verification, Preparation, and Presentation
- B. Administration, Documentation, and Reporting
- C. Verification, Delivery, and Documentation
- D. Handwashing, Preparation, and Presentation

**Check your answer**

[Click Here](#)

**A**



[Next Question](#)

# Quiz Time

**3. When the right dose of medication is taken, the individual receives the correct:**

- A. Brand name of medication
- B. Category of medication
- C. Amount of medication
- D. Side effects of medication

**Check your answer**

**Click Here**

☐

# Quiz Time

**3. When the right dose of medication is taken, the individual receives the correct:**

- A. Brand name of medication
- B. Category of medication
- C. Amount of medication
- D. Side effects of medication

**Check your answer**

[Click Here](#)



[Next Question](#)

# Quiz Time

**4. Which of these is one of the “Seven Rights” of Assisting with Self- Administration of Medication?**

- A. Right DSP
- B. Right Doctor
- C. Right Time
- D. Right Facility

**Check your answer**

**Click Here**

☐

# Quiz Time

**4. Which of these is one of the “Seven Rights” of Assisting with Self- Administration of Medication?**

- A. Right DSP
- B. Right Doctor
- C. Right Time
- D. Right Facility

**Check your answer**

[Click Here](#)



[Next Question](#)

# Quiz Time

## 5. Documenting self-administration of medication:

- A. Isn't necessary
- B. Increases medication safety and reduces risk of medication errors
- C. Saves time during doctor visits
- D. Reduces the amount of time needed for administration of medication

**Check your answer**

**Click Here**

☐



# Quiz Time

## 5. Documenting self-administration of medication:

- A. Isn't necessary
- B. Increases medication safety and reduces risk of medication errors
- C. Saves time during doctor visits
- D. Reduces the amount of time needed for administration of medication

**Check your answer**

[Click Here](#)

**B**



**Close  
Presentation**

# End of Presentation

[Click Here to Close](#)