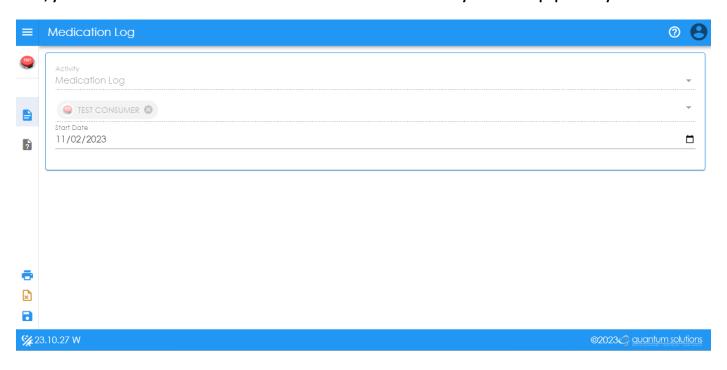


## **Medication Log**



You will be required to complete only if you administer or observe another Arc staff pass meds. To complete the note, you will have to use the client selector first to choose a name. Today's Date will populate by default.



## **Requirements to complete Medication Log**



Page 1: Enter Date of med pass-populates to today's date.



Page 2: Complete Number of Medications Taken: Record #

Page 2: Complete Medication 1

- 1. Medication Name/ Dosage Given/Time Given-must include AM or PM
- 2. Route Administered
- 3. Was it observed or administered?



You must complete this same information again if you have more than one medication passed. Medication 2=the 2<sup>nd</sup> med, Medication 3=3<sup>rd</sup> med and so on.

To enter the information, click on field titles and this will open a new box. Then answer the questions by clicking on Narrative or choosing from the drop-down menu.

To save the note click on the icon at the bottom of the left side panel. It will say Finish when hovering over with mouse.

