**Unit 10–Medication Administration Essentials**

Objectives

Upon completing this unit, you should be able to:

* Define the terms listed in the vocabulary.
* Describe the legal implications for a person who prepares and administers medications.
* State the “seven rights” of proper drug administration.
* List the essential medication guidelines.
* Describe universal precautions.
* List the guides that should be followed and precautions to be taken for the safe storage of medications in the physician’s office.
* List the emergency medications, supplies, and equipment that must be readily available.
* List the data that should be recorded about drug administration.
* Give the ethical considerations for working around drugs.
* List the five actions that may constitute a medication error.
* List the five steps to take in case a medication error occurs.
* Answer the review questions correctly.