Avera Education & Staffing Solutions
Medication Administration Training
Program
Unit 1 Study Guide
Working within the legal limits of your role as a Med Aide
Nurse Practice Act
Boundary violation
Ensuring resident has taken their medicine
When you put a lid on a surface the inside of the lid needs to be inverted (you can see the inside of the cap when it’s place on a surface)
Negligence
Fraud
Libel
Abuse
Neglect
Malpractice
Ethics
Civil law
Criminal law
Primary routes of drug excretion
Absorption
Distribution
Metabolism
Excretion
Drug interaction
Anaphylactic reaction
Who can take a medication or treatment order from a physician
How times to check the label (3)
Recording medication given (after given)

Abbreviations bolded in handout
PC
AC
QD
BID
TID
QID
QOD
SL
Buccal
Transdermal
How to identify the resident
Unable to swallow med
Drug error and incident report
Disposition of medications not given
Narcotic
Scheduled Drug I, II, III, IV, V
Controlled Substance
6 Rights of medication administration
Med cart and key security
Confidentiality
Drug diversion
Refrigerated meds
Enteric coated meds
Comatose resident w/oral meds
Infection prevention
Lotion
Cream
Ointment
Powder
Elixir
Syrup
<table>
<thead>
<tr>
<th>Medical Term</th>
<th>Medical Term</th>
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<tbody>
<tr>
<td>Teaspoon (how many mL)</td>
<td>Cerumen</td>
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<tr>
<td>Tablespoon (how many mL)</td>
<td>Ophthalmic</td>
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<tr>
<td>One ounce (how many mL)</td>
<td>Protected health information</td>
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<tr>
<td>Cough medicine</td>
<td>Defamation</td>
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<tr>
<td>Emulsion</td>
<td>Brand name</td>
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<tr>
<td>Troche</td>
<td>Generic name</td>
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<tr>
<td>Suspension</td>
<td>Pharmacology</td>
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<tr>
<td>Topical nitroglycerin</td>
<td>Antagonists</td>
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<tr>
<td>Topical drug application</td>
<td>Agonists</td>
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<tr>
<td>Transdermal patch application</td>
<td>Toxicity</td>
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<tr>
<td>Ocular or optic</td>
<td>OTC</td>
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<tr>
<td>Otic</td>
<td>Placebo</td>
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<tr>
<td>Lithotomy</td>
<td>Discontinue</td>
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<tr>
<td>Left Sims</td>
<td>Verbal order</td>
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<tr>
<td>Ear drops for less than 3 years old</td>
<td>Telephone order</td>
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<tr>
<td>Ear drops for more than 3 years old</td>
<td>Dose</td>
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<tr>
<td>Vaginal instillations</td>
<td>Route</td>
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<tr>
<td>Standard precautions</td>
<td>Emergency drug box</td>
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<tr>
<td>Tablet</td>
<td>Stock supply</td>
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<tr>
<td>Suppository</td>
<td>mg</td>
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<tr>
<td>Delegation</td>
<td>GM (gram)</td>
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<tr>
<td>Assault</td>
<td>Unit dose</td>
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<tr>
<td>Battery</td>
<td>Capsule</td>
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<tr>
<td>Objective versus Subjective</td>
<td>Personal protective equipment (PPE)</td>
</tr>
<tr>
<td>Allergic reaction</td>
<td>Tongue blade</td>
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<tr>
<td>Adverse drug reaction</td>
<td>Med cup</td>
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<tr>
<td>Side effect</td>
<td>Med dropper</td>
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<tr>
<td>Idiosyncratic reaction</td>
<td>Expiration date</td>
</tr>
<tr>
<td>MAR</td>
<td>Metered-dose inhaler (MDI)</td>
</tr>
<tr>
<td>PRN</td>
<td>Inner canthus</td>
</tr>
<tr>
<td>Standing order</td>
<td>nebulizer</td>
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</tbody>
</table>

*Updated February 2016*
Medication Administration Training Program  
Unit 2 Study Guide

Cell  
Immunity  
Tissue  
Organ  
Nucleus  
Protoplasm  
Chromosomes  
Integumentary  
Endocrine  
Epidermis  
Dermis  
Subcutaneous  
Sclera  
Pinna or auricle  
Alveoli  
Testosterone  
Estrogen  
Progesterone  
Pituitary gland  
Thyroid gland  
Thyroid hormone  
mL  
WBC  
RBC  
Cytoplasm  
Joint  
Ligaments  
Tendon  

Cartilage  
Parkinsons’ disease  
Hemoglobin  
Leukocytes  
Platelets (thrombocytes)  
Prostate gland  
Metabolite  
Therapeutic drug monitoring  
Nervous system  
Respiration  
Digestion  
Insulin  
Immune system function  
Topical drug absorption  
- older persons  
- infants  
Med types that cannot be crushed  
Drug distribution  
Children taking aspirin  
Infant drug administration  
Oral and other contraceptive indications  
Erectile dysfunction  
Prescription label  
Generic  
Trade or brand name  
Drug interaction  
Drug excretion routes  
STAT  
Bipolar  
Depression  
Psychosis  
Nasal spray directions
Lozenge  
Suspension  
Crushing meds  
Transdermal patch application  
Eye med applications  
Laxatives  
Vaginal med indications  
Lung protection  
Prescription drug  
Chewable drug  
Infant medication administration  
Orthostatic hypotension  
Beta blocker indications  
Cream applications  
Hypnotic  
Sedative  
Albuterol  
Barbiturate side effects  
Benzodiazepine side effects  
Ambien  
Parkinson’s disease medication side effects  
antidepressants  
Aricept  
Exelon  
Ophthalmic antibiotics  
Antipsychotic drugs indications  
Drugs for mental illness/what body system  
monoamine oxidase inhibitors  
Diuretics  
Potassium-sparing diuretics  
Anticonvulsant therapy indications  
Lanoxin/Digoxin/Digitek  
Antihistamine indications and side effects  
Euphoria  
Salicylates  
Blood clotting reduction meds  
Antilipemic drug side effects  
Diuretics  
ACE inhibitor side effects  
‘Statin’ drugs  
Gluco-corticoids  
Mineral-corticoids  
Angina  
Nitroglycerin sublingual side effects  
Side effects of meds for over-active bladder syndrome  
Eye drops or eye ointments given first?  
Thrombus  
Embolism  
Centrally-acting Skeletal Muscle relaxant side effects  
Corticosteroid side effects  
Antitussive  
Gastric pump inhibitors  
Antacids side effects  
Antiemetic drug indications  
Bulk-producing laxatives  
Laxatives  
Hypertension  
Hypotension
Hyperglycemia
Hypoglycemia
Quinolone med indications
Flomax
Benign prostatic hyperplasia
Surgical aftercare
Glaucoma drugs
Cholinergic agents
Artificial Tears
Ophthalmic antibiotics
Allergic reaction signs and symptoms
Antimicrobial antibiotics
Penicillin and side effects
Protein indication
Vitamin K
Coumadin/Warfarin
Iron (Fe) function
Anti-cholinergic agent
Adrenergic fibers
Adrenergic blocking agent
Insomnia
Synapse
Lethargy
Schizophrenia
Anxiety disorder drug class
SSRI drug GI effects
Tri-cyclic antidepressants
Antipsychotic drugs indications
Antabuse
Lithium
Opioid drugs (narcotics) side effects
Non-steroidal anti-inflammatory drugs

Schedule II drugs
Normal blood pressure
Bradycardia (low heart rate)
Tachycardia (high heart rate)
ARB
Ace-inhibitors
Antiarrhythmics or antidysrhythmics
Digoxin
Nitrates side effects
Lasix (loop diuretic)
Decongestant
Antihistamine
Bronchodilators
Expectorants
Antispasmodics
Antiemetics