

Adult Day facilities

Guidance for Medication Administration Reportable Events

Pursuant to C.R.S. 25-1.5-301, Medication Administration, and 6 CCR 1011-1 Chapter XXIV Medication Administration Regulations, licensed facilities administering medications to persons under its care shall comply with all applicable state regulations

The Colorado Department of Public Health and Environment Health Facilities Division developed the Medication Administration Reportable Events (MARE) web page as a part of the Department's Internet Portal Account website located at www.cohfportal-egov.com

Beginning June 1, 2011 each Adult Day facility providing services and receiving reimbursement under the home and community based waiver program will be **required to report medication administration errors and adverse drug events** such as **drug diversion** on the Internet Portal Account web site.

Such report shall be made within 24 hours of discovery by the facility. A final report should be submitted to the Department via the Internet Portal Account within 5 business days of the date of the initial report.

The MARE web page is the mechanism for certified Adult Day facilities to report medication administration errors and adverse events. This includes but is not limited to any QMAP or qualified manager who engages in a pattern of deficient medication administration practice or administers medication contrary to a physician's order or these rules that either causes or has the potential to cause harm to the recipient.

Medication administration errors consist of the following categories:

- Omission – not giving clients their prescribed medication(s)
- Wrong client – giving medication(s) to the wrong client
- Wrong time – giving medication(s) at the wrong time (only applicable if doctor has ordered a specific time.)
- Wrong medication - giving a client the wrong medication(s)
- Wrong dose – giving wrong dose of medication(s) to the client (ie doctor order reads give 2.5 mg of Adderal and the client receives 5mg)
- Wrong route - giving medications by the wrong route (ie. Giving eye drops as ear drops)
- Medications administered past "discontinue" date (ie medication was to be given medication(s) for 7 days and still receiving medication(s) on day 10)
- Incorrect PRN administration - Wrong reason (ie. Client complains of headache and receives valium instead of Tylenol)
- Incorrect PRN administration - Wrong frequency (ie. Client receives multiple doses outside of the specified timeframe)

Adverse events consist of the following categories:

- Drug Diversion –
 - Medication(s) deliberately stolen by family member, friend, staff member or unknown person(s).
 - Medication(s) missing during med count at shift change

A step-by-step guide to the following documents is available for download or printing in the facility's portal message center and on the medication administration webpage (www.healthfacilities.info) on the left side of the page there is a link titled Medication Administration Program click on it. You will be directed to the QMAP page.

- MARE interpretive guidelines
- navigating the Internet Portal Account web site
- medication administration reportable events (MARE) page

Please call or email Val Peake at [303-692-2992](tel:303-692-2992)/veldine.peake@state.co.us if there are questions about reporting medication administration errors and adverse events.