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## Medication Double Check, 600.03.02

**Document Type:** Policy, Procedure

**SUPERSEDES:** 5/10

### PURPOSE:

This policy identifies medications that require verification or double check by a second healthcare provider prior to administration and at handoff of care for the purposes of safety and accuracy. The policy outlines the process and documentation related to this double check.

Intra-operative or procedural medications administered by anesthesia fall outside the scope of this policy.

### POLICY:

A medication double check is required:

- Prior to administration of selected high-risk medications
- As a **nursing safety check for all IV medications and IV fluids** at the time of shift change or any handoff of care

High Alert medications requiring a double check will be designated as such on the Medication Administration Record (MAR). Documentation of the double check will be recorded on the MAR or on any other document where the medication administration is recorded.

The **first check** must be conducted by a provider licensed to order, dispense, or administer medications. This includes, but is not limited to, nurses, pharmacists, physicians and licensed independent practitioners.

The **second check** will be conducted by a licensed provider, technologist, or technician qualified to complete the double check. A technologist or technician will be deemed qualified to complete the double check once he/she has completed a written and/or observational competency validation covering all medications that the technician or technologist may be asked to double check. The validation of competency will be maintained in each department.

### High Alert Medications Requiring Double Check for all doses or any bag change in all units:

Chemotherapy  
 Epidural or Intrathecal Infusion

**High Alert Medications Requiring Double Check for all doses including BOLUS doses or any bag change in General Care Units (excludes ICU, OR and PAU)**

IV Heparin  
Insulin (all forms including correctional doses)  
Intravenous Pressors- including Dopamine and Epinephrine  
IV Digoxin  
Argatroban  
Lepirudan (Refludan®)

The requirement for the high alert medication double check or second provider verification:

1. with each dose/injection (Insulin)
2. for infusions:
  - a. at the time of initiation of therapy
  - b. at the time of a concentration change
  - c. at the time of a bolus dose
  - d. with any dose change
  - e. with any bag change
  - f. as part of the Nursing Bedside Safety Check at the change of each shift or any handoff of care

**PROCEDURE:**

1. For initial dose or initiation of a new infusion:
  - A. The healthcare provider preparing to administer medication will prepare the medication and prepare/retain the following items for use by a second provider who will double check the medication preparation:
    1. The original medication package with labeling intact or vial from which the medication was drawn.
    2. The Medication Administration Record or, if the medication is a new order, the Physician's Order in the patient's chart.
    3. The prepared medication ready for administration with labeling intact.
  - B. A second provider will assure the following:
    1. The medication is prepared according to the order (using the MAR or the original Physician's Order)
    2. The medication prepared for administration matches the five rights.
      - i. Right medication
      - ii. Right dose or rate, including double check of any calculations and verification of pump settings
      - iii. Right route, including line reconciliation
      - iv. Right frequency
      - v. Right patient

3. In some instances, the medication packaging or vial must also be present to check that the prepared medication is correct, e.g., insulin doses
  4. Once the second provider performs the double check and both providers are satisfied that the medication is accurate, the double check will be documented on the MAR. For areas that do not document on the MAR, the double check will be recorded on the same document where medication administration is recorded.
  5. The double check will be conducted PRIOR to the medication being administered.
2. For Nursing Safety Check, shift change or any handoff of care:
- A. The receiving provider will assure the following:
    1. The medication currently being administered matches the five rights as determined by the MAR or original medication order.
      - i. Right medication
      - ii. Right dose or rate and verification of pump settings
      - iii. Right route, including line reconciliation
      - iv. Right frequency
      - v. Right patient
  - B. Once the Safety Check is complete and the nurse is satisfied that the medication(s) are accurate, the double check will be documented in the Electronic Health Record..

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**Attachments:**

No Attachments