

Delegation of Medication Administration to Unlicensed Assistive Personnel (UAP)

Nasal Medications Nose Drops and Nasal Spray Medication Administration Module/Skill Checklist



Objective

At the completion of this module, the UAP should be able to administer nose drops and nasal sprays.

NOTE:

1) The RN or LPN is permitted to delegate **ONLY** after application of all components of the NCBON Decision Tree for Delegation to UAP and **after careful consideration that delegation is appropriate:**

- a) for **this** client,
- b) with **this** acuity level,
- c) with **this** individual UAP's knowledge and experience, and
- d) **now** (or in the time period being planned).

2) Successful completion of the "Infection Control" module by the UAP should be documented prior to instruction in medication administration by this or ANY route.

Procedure

1. Perform skills in *General Medication Administration Checklist*.
2. Cleanse hands.
3. Position client correctly:
 - **DROPS:** Assist client to sit or lie down with head slightly tilted back. Be sure to not have the client tilt their head too far back to avoid neck injury or pain.
 - **SPRAYS:** Have client sit upright.
4. Warm nose drops by holding the bottle between your hands for a few minutes before administering.
5. Put on clean gloves.
6. Administer the correct amount of medication:
 - **DROPS:** Put in ordered number of drops. Instruct client to stay sitting or lying down for a few minutes.
 - **SPRAYS:** Administer ordered number of sprays. Spray quickly and forcefully squeeze the bottle while client "sniffs". (The client can do this himself or herself if he/she is able.)

**Delegation of Medication
Administration to Unlicensed
Assistive Personnel (UAP)**

Nasal Medications
Nose Drops and Nasal Spray
Medication Administration
Module/Skill Checklist



7. Wipe dropper or spray nozzle with a tissue.
8. Replace and tighten the cap.
9. Store medication bottle according to agency policy.
10. Remove gloves and discard according to agency policy.
11. Cleanse hands.
12. Provide the **RIGHT DOCUMENTATION**.

**Delegation of Medication
Administration to Unlicensed
Assistive Personnel (UAP)**

Nasal Medications
Nose Drops and Nasal Spray
Medication Administration
Module/Skill Checklist



SKILL CHECKLIST

UAP Name (print)

ID Number

SKILL PERFORMANCE OBJECTIVES	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> X Not Yet	COMMENTS
1. Perform skills in <i>General Medication Administration Checklist</i> .		
2. Cleanse hands.		
3. Position client correctly. <ul style="list-style-type: none"> • DROPS: Assist client to sit or lie down with head tilted back. • SPRAYS/INHALANTS: Have client sit upright, then tip head back when the nose spray is inserted and squeezed. 		
4. Put on clean gloves.		
5. Administer correct amount of medications: <ul style="list-style-type: none"> • DROPS: Put in ordered number of drops. Instruct client to stay “put” for a few minutes. • SPRAYS: Spray quickly and forcefully while client “sniffs” 		
6. Wipe dropper or spray nozzle with a tissue.		
7. Replace and tighten cap and store according to agency policy.		
8. Remove gloves.		
9. Cleanse hands.		



Pass



Redo

Evaluator Name

Date