



COLLEGE OF NURSES
OF ONTARIO
ORDRE DES INFIRMIÈRES
ET INFIRMIERS DE L'ONTARIO



The College of Nurses of Ontario presents the Medication Learning Module: Planning.

Standard statement

Planning

Nurses are accountable for ensuring the accuracy, appropriateness and completeness of a client's plan of care in regards to medication order(s), and for communicating concerns about the treatment plan to other members of the health care team.



2) Planning

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The standard statement for planning states:

Nurses are accountable for ensuring the accuracy, appropriateness and completeness of a client's plan of care in regards to medication order(s), and for communicating concerns about the treatment plan to other members of the health care team.

Links to College practice documents and other resources, including related websites, referred to in this chapter can be found on the home page of the learning module.

Planning

- Client specific
- Part of the treatment plan



Planning, the second part of medication administration, is a proposed course of action to achieve the desired client outcome. When related to medication, planning must be client specific and should be part of the client's treatment plan. Medication administration is only one component of the client's treatment plan. This chapter outlines the expectations and accountabilities for nurses regarding planning and medication administration.

Communication

Should be:

- clear
- concise
- client-focused



Communication with the client and the interprofessional team is an integral part of planning. Clear, concise communication helps to ensure that medication administration is safe, ethical and client-focused.

You should ensure the accuracy, appropriateness and completeness of a client's treatment plan with regards to medication order(s). If you have concerns about the plan of care, you must share them with the health care team.

Transcribing orders

- Transcribe exactly as written.
- Check accuracy with the original.
- Know workplace transcription policies.
- Limit disruptions when transcribing.
- Minimize the times it is transcribed.
- Validate any changes.



The planning phase includes transcribing medication orders.

You should always assess and transcribe medication orders exactly as written. If you have concerns about the transcription, you should check that it is accurate by comparing it to the original written order. You also need to know your workplace policies that support the transcription process.

Evidence-informed practice suggests that one way a nurse can support safe medication transcribing is to limit disruptions when transcribing a medication order. Another way is to minimize the number of times an order is transcribed before a medication is given.

When accepting information about a medication order, you must ensure that the person informing you is knowledgeable in pharmacology. For example, if you return from your break and the unit clerk tells you the NP called and made a medication change for your client, it is your responsibility to validate the change with the NP.

Dosage times

Consider the client's:

- health care needs
- choice or preference
- normal daily routine



The planning phase also includes scheduling dosage times.

Nurses must use their knowledge and clinical judgment when planning medication administration times. You should advocate on behalf of the client and work collaboratively with the health care team to ensure the schedule meets the client's health care needs, choice or preference.

For example, you should consider the client's normal daily routine, such as her usual wake up and bed times, meals and activities when setting up a medication schedule.

Circle of care

- Health care team
- Client
- Client's family, with consent



PRACTICE STANDARD

College of Nurses of Ontario
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www.cno.on.ca

Confidentiality and Privacy—Personal Health Information

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Planning also includes communicating the medication orders to others in the circle of care. This supports effective planning and safe ethical practice.

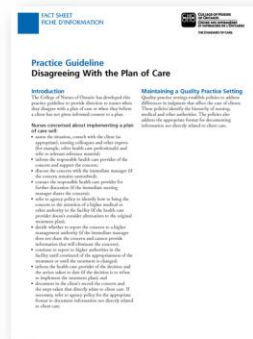
The circle of care includes the health care team, the client and, with the client's consent, his or her family members.

For more information on the circle of care, review the College's *Confidentiality & Privacy-Personal Health Information* practice standard. You can also contact the Information and Privacy Commissioner of Ontario.

Evidence-informed rationale

Nurses are accountable for:

- practising according to best available evidence and College nursing standards
- advocating on behalf of the client
- sharing evidence with the team



Nurses are accountable for using evidence-informed rationale for all the decisions they make and for practising according to the best available evidence and accepted nursing standards.

For example, you read about new and significant evidence concerning the use of a medication in a client's age group. The health care team wants to recommend this particular medication for the client. You can advocate on behalf of the client by telling the team about the evidence and your concerns. If you still have concerns about the teams proposed treatment, you need to share your concerns and the evidence-informed rationale with the team in a timely manner.

The College's *Disagreeing with the Plan of Care* practice guideline may be a helpful reference in these situations. You should advocate for workplace policies that help resolve disagreements about a medication order among members of the health care team.

Medication learning module

You have now completed this chapter.

The screenshot displays the website for the College of Nurses of Ontario (CNO). The page is titled "Medication" and is part of a learning module. The header includes the CNO logo, navigation links (Home, What's New, How We Protect the Public, Become a Nurse in Ontario, Learn About the Standards & Guidelines, Maintain Your Membership), a search bar, and a login button. The main content area is divided into sections: "College Documents Magazines & Newsletters", "Educational Tools" (with sub-links for Abuse Prevention, Ask Practice, Learning Modules, Teleconferences, Practice Consultations, Practice Planning, Nursing Links, Nurse Practitioners, Outreach, and Volunteer Opportunities), "Medication" (introduction and objectives), "OBJECTIVES" (three numbered points), "FEEDBACK" (a link to provide feedback), "CHAPTERS" (a list of chapters with expand/collapse icons), and "ONLINE PARTICIPATION FORM" (a link to track website usage).

You have now completed this chapter. To continue the learning module, close this presentation, return to the Learning Centre and select the chapter of your choice.

If you have a question for a Practice Consultant, click on the link in the upper right-hand corner.