

Provided by: Meritus Medical Center  
Medication List Collection Competency for Pharmacy Technicians

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Technician: \_\_\_\_\_ Date Training Started: \_\_\_\_\_

\*Pharmacist, please review each section with technician and initial beside each competency as it is satisfactorily completed.

\_\_\_\_\_ Completes at least 5 of each of the following:

- Called pharmacy to obtain fax of medication fill history
- Complete medication history with nursing home MAR
- Reviewed medication bottles brought in with patient, identifies when last filled, and verify if patient is still taking medication, and how patient is taking medication
- Interview family/caregivers for medication history
- Contact physicians' office for medication history
- Identifies high risk medications and uses a second source to double check dose

\_\_\_\_\_ Demonstrates understanding of when a patient is not a reliable resource for medication history

\_\_\_\_\_ Understands that there are inappropriate times to enter the room to collect information

- Patient is receiving a medical treatment (i.e. respiratory therapy)
- A physician is interviewing the patient
- The patient wishes not talk about personal information with visitors present
- Visitors/family appear distressed or emotional about patient's condition

\_\_\_\_\_ Demonstrates understanding when a particular resource may not be reliable (i.e. family member, list from doctors office that has not been correctly or recently updated)

\_\_\_\_\_ Checks in with nurse prior to speaking with patient using AIDET communication:

- Acknowledge: Knocks before entering the patient room, smiles, makes eye contact, and greets patient by name
- Introduce: Appropriately introduces self and role in the ER
- Duration: Appropriately inform the patient how long the interaction will be
- Explanation: Inform purpose of medication history to patient
- Thank You: Thank patient for their time and ask if there is anything else he/she can do for the patient

\_\_\_\_\_ Executes appropriate hand hygiene before and after patient interview

\_\_\_\_\_ Effectively uses check list to interview patient and obtain medication history, inquires about the following:

- OTC medications
- OTC pain relief products, specifically ASA, IBU, APAP
- Herbals, vitamins, supplements
- Samples
- Inhalers, nebulizers
- Patches, creams, ointments
- Injected medications
- Eye drops, ear drops, nasal sprays
- Birth control or male enhancement

\_\_\_\_\_ Accurately enters medications into MediTech, fully filling out:

- Correct medication
- Formulation (IR v. ER)
- Dose
- Frequency
- Last dose time
- PRN indication (if applicable)
- Start date of recent antibiotics/new medications

\_\_\_\_\_ Can demonstrate how to enter the following type of home medications correctly:

- Complex warfarin doses (Warfarin 5mg M, W, F and 2.5mg all other days)
- U-500 insulin (Patient that states they inject 50 units of U-500 BID)
- Insulin pumps (Patient manages insulin with Novolin R in pump)

- Liquid medications ( 4 mL BID of phenytoin 125mg/5mL suspension)
- Specially compounded medications ( Child takes 2.5 mg of furosemide 5 mg/mL compounded liquid)
- Combination doses (Takes Depakote ER 250 + Depakote 500 ER BID for a total of 750 mg BID)

\_\_\_\_\_ Goes beyond just medication history and actively takes part in patient care by offering and retrieving blankets, drinks (after discussing with nurse), and other requests per patient  
 \_\_\_\_\_ Acts a liaison for communication between the ED/unit and pharmacy, assists with Pyxis issues

\_\_\_\_\_ Knows limits of scope of practice and refers to pharmacist when appropriate

\_\_\_\_\_ Communicates with pharmacist pertinent patient information, including but not limited to

- Patient on Coumadin (warfarin)
- Patient on IV antibiotics (vancomycin, gentamicin, tobramycin, etc)
- Complex medication history that tech is not able to effectively resolve and document
- History of non-compliance or not being able to afford medications (Refer to TIC pharmacist)

\_\_\_\_\_ Exhibits effective communication and professional behavior

- Technician has completed competency WITHOUT need for remediation
- Technician has NOT completed competency, and needs remediation in the following areas:

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 Name and Signature of Supervising Pharmacist

\_\_\_\_\_  
 Date