Barcode Medication Administration is a process designed to electronically confirm the 7 Rights of Medication Administration. It is strongly recommended to use BCMA whenever possible; however there are instances when this cannot be achieved. This flyer outlines the process for those instances when documentation of the medication occurs afterwards.

Overview of Barcode Medication Administration

➢ Barcode Medication Administration (BCMA) is a process designed to electronically confirm the 7 Rights of Medication Administration: Right Patient, Right Medication, Right Dose, Right Time, Right Route, Right Documentation, and Right Reason.

➢ BCMA adds an additional layer of safety but **DOES NOT** replace the safe medication administration process.

➢ Hospital directives regarding Patient Identification (2-Identifier process) MUST be followed.

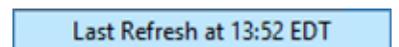## Documentation Occurring After Medication Administration Workflow

When documenting medication administration after it has occurred, staff will follow the process below.

STEP 1: In the patient's chart, confirm the patient information in the demographics banner bar.

STEP 2: Open the **Medication Administration Wizard** from the barcode button on the toolbar.

STEP 3: Refresh the Wizard to ensure the most up-to-date medication orders are viewed.

STEP 4: Bypass both the patient barcode and medication scanning.

- The **Override Reason** window will display for each bypass to indicate the reason for overriding scanning.

- Complete any required or missing fields and manage alerts, as applicable.

- Review date and time for accuracy and update, as applicable.

STEP 5: Click the **Sign** button to document.