



Lifetime Networks
Medication Monitoring and Management
2019

Medication Monitoring and Management Report 2018

In 2018, Lifetime Networks identified 2 individuals who Lifetime Networks administers medication for. One individual requires PRN medication for seizure activity and requires an HSCL nurse to be involved in the creation of a seizure support plan including medication administration. The second individual began adult services with Lifetime Networks in mid- September. A medication administration policy has been created and approved. Lifetime Networks is developing a competency based training for the staff members involved in supports for the individuals who require medication administration.

Policy

Lifetime Networks' comprehensive medication administration policy will be added to the policies and procedures manual in Individual Support Services.

Documentation

Lifetime Networks identified two individuals who require support for medication in our programs. These individuals will have the following documented in their files:

- An up to date record of all medications including prescription and non-prescription medications used by the individual which includes:
 - o Name of medication
 - o The dosage, including strength or concentration
 - o The frequency
 - o Instructions for use including administration route
 - o Potential side effects
 - o Drug interactions
 - o For prescribed medications:
 - The prescribing professional and phone number
 - Dispensing pharmacy and contact information
- An annual review of all medications by the person served occurs by a physician or qualified professional licensed to prescribe or dispense medications

Training

Lifetime Networks will add to the training program of new employees, a competency based medication administration training for all employees who will be working with individuals who require this support. Lifetime Networks will add this to Open Future Learning as a module to be completed at orientation and annually .

Medication Monitoring and Management Goals 2019

#	2018 Improvement Goal	2019 Improvement Goal	Indicator for Success	Person Responsible	Target Date	2018 Completion date/status	2019 Completion Date/Status
1.	Collect information on all individuals in CI programs who have medication/medical needs which are monitored or managed while in program (see 2C1. a-g for what information to gather)	Complete information collected for individuals in Lifetime Networks that were identified	Lifetime Networks will have a complete record of individuals who have medications that are monitored or managed while in CI programs at Lifetime Networks	CI Managers and facilitators	December 2018	Complete located in Network Shares in Participant Information.	
2.	Creation of medication administration procedures (2C.2 a-f) (2C5. A-d) (2C6.a-h)	Add to policy and procedures manual in ISS.	Lifetime Networks Policies and procedures manual will include an indepth medication administration policy	Nicki Allan	December 15 2018	After discussion regarding current medication monitoring and management it was decided to amend the timeline to June 2018 Draft completed and approved July 17 2018.	
3.	Individuals served who have medication monitored or managed during CI program times will have their medication use reviewed annually	Individuals served who have medication monitored or managed during CI program times will have their medication use reviewed annually	100% of individuals with managed medications at Lifetime Networks will have their medications reviewed annually by a physician or licensed professional	CI managers	December 2019	Two individuals were identified, one late in the year both will have first review completed by December 2018	

#	2018 Improvement Goal	2019 Improvement Goal	Indicator for Success	Person Responsible	Target Date	2018 Completion date/status	2019 Completion Date/Status
4.	Training for medication administration according to policy	Training will be implemented for all individuals who require training based on their need.	Competency based training created	CI Manager	December 2018	Individual we support needs to have a seizure protocol created by doctor or nurse, has been hospitalized or on vacation, need consent. One more individual identified mid September, training being developed	
5.	All staff who work with individuals who require support for medication monitoring or management receive competency based training.	All staff who work with individuals who require support for medication monitoring or management receive competency based training.	100% of staff who work with individuals who require medication support receive competency based training before initial service begins with individual	CI managers	February 2019	Individual we support needs to have a seizure protocol created by doctor or nurse, has been hospitalized or on vacation, need consent. One more individual identified mid September, training being developed	