

OPAL Technical Guide 8 (Student)



Medicines administration and Medicines Essential skills (student and practice assessor)

Administration of medicines is an essential element of nursing and OPAL PAT contains two different but linked areas to be completed while on placement. They are:

- The Administration of Medicines
- The Administration of medicines essential skills clusters

Both are accessed via the student dashboard in the areas for assessment box.

Administration of Medicines

Guidance and Requirements:
You must give a minimum of 4 examples below where you have safely administered medication, according to placement provider policy. It is the responsibility of the student to find out from their mentor what is the placement provider policy regarding the administration of medication and follow said policy. The Nursing and Midwifery Council Standards (2010) require that in Year 1 (by PAT submission date) students must be competent in basic medicines calculations which must include unit dose, sub and multiple unit dose and SI unit conversion. Examples of calculations should include a variety of drug types and routes of administration.

Note to mentors:
Students should be given the opportunity to participate in administration of medications, where appropriate and in line with your organisation policy. As a minimum they must achieve the Essential Skills Cluster requirements below by the PAT submission date. Students must not administer medication prescribed under a Patient Group Direction or intravenous medicines. Some placement providers will not permit students to be involved in the calculation and drawing up of IV medications and in such situations a student can observe the process and be required to calculate the dose as part of a learning exercise.

Signature of mentor to confirm the student has correctly calculated and safely administered the drug (with exception of PGD and IV) as stated.

[Add new](#)

Signed	Name of drug	Route	Actions
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Administration of Medicines -

this requires the **student to compile a list** of medication they have administered under the supervision of a practice assessor. As a student click on the 'View' link next to the heading Administration of medication to create a record of drugs administered. This will open a page as on the left with an 'Add New' button. By clicking

on this button a new window opens up where the student can record the name, route and does of drug administered. There is also a text box which the student can enter how the drug dose was calculated and further information such as side effects and use of the drug. Once the student clicks save and next this record is saved, and the practice assessor can at a later date login and review the entries in this section. To do this the practice assessor clicks on the word view next to the heading Administration of medications to view and the entries open and allow the practice assessor to read what the student has entered. If the practice assessor is happy they can click on Sign and the record will be saved.

We encourage students to record a variety of drugs administered under the supervision of their practice assessor and other RNs as these will be valuable for the practice assessor who has to completed a formal summative assessment of the Administration of Medication essential skills.

Administration of medication essential skills – These are defined by the NMC. Each year students are required to undertake this element of assessment which is either Pass or Refer.

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As the course progresses the number of essential skills to be assessed increases. In order to complete the assessment practice assessors may refer to the record of drugs administered

Administration of medicines essential skills clusters

As a mentor you need to sign off the competencies below, you can do these one at a time by marking and commenting on each one. Should you award a mark of less than 40% or greater than 70% then a second mentor is required to countersign the competence.

Is competent in basic medicines calculations relating to:

- tablets and capsules
- liquid medicines
- injections including:
 - unit dose
 - sub and multiple unit dose
 - SI unit conversion.

Grade: -

Edit

Words: 0

Save

which the student has recorded in their OPAL PAT. Overleaf gives details of how to complete this assessment.

When logged in as a practice assessor and from the student dashboard the practice assessor can click on the 'View' button next to the heading 'Administration of Medicines Essential skills'. Depending on what year the student is on OPAL will present the relevant skills in which the student is to

be assessed. In the screen shot here this is a year one student and there is only one assessment (Is competent in basic medicines administration). The essential skill is listed and there is a drop down box to select 'Pass or Refer' and a text box to add comments and rationale for the grade. Once completed by clicking on the save button the assessment is recorded.

In some cases you may find the student has already completed this assessment in a prior placement and if that is the case we would encourage you to ask the student to continue collecting in the Administration of Medicines section examples of medicines they have administered under supervision.

As the student progresses into year two and three the number of essential skills to be completed increases.

In some placements we understand learning opportunities to undertake administration of medicines is limited. If this is the case ask the student to discuss with their academic assessor as assessment may have to be postponed via an extension to occur in a future placement.

NB mentor in the above screen shots is to be replaced by practice assessor

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