The Medication Administration Record should include all the medications the patient receives – even if the medication was not ordered for the patient.

Use the following instructions to document when a medication is given without an order.

Please refer to policy regarding Medications Administered Without An Order And Other Medication Administration Variances

HOW TO DOCUMENT WHEN A MEDICATION IS GIVEN WITHOUT AN ORDER:
1. Navigate to “Orders Plans”.
2. Enter the order for medication.
3. In the “Ordering Physician” window enter the following information:
   - Physician name = Dr. NoRX
   - Communication type = NoRX Med
4. Click “OK”.
5. Before signing order ensure the frequency indicates ONCE.
6. Sign Order.
7. Navigate to the eMAR (or Medication Task List) and document medication administration.
   - NOTE: A “Pharmacy Verification” notice will appear, indicating the order has not been verified. Click “Yes” to continue.
8. Update the “Performed date/time” to the date/time the medication was administered, and chart done.