

The MedGap Project

HOW TO USE THE INTERIM RESIDENTIAL CARE MEDICATION ADMINISTRATION CHART

1. Ensure all medications listed on the interim medication chart are available

- Contact community pharmacy (if necessary) to arrange supply prior to first scheduled dose



2. Contact resident's general practitioner (GP)

- Inform of resident's admission
- Request a medical review within 7 days
- Inform GP that a 7-day interim medication chart has been supplied and will be used until GP attends
 - An urgent GP / locum visit is not required purely to write up the facility long term medication chart



3. Administer medications using the Interim Medication Chart until GP is able to write / update the long-term medication chart

- File interim medication chart in resident's ACH file upon completion of its use

For further information, contact:

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The Austin Health / Northern Health Interim Medication Administration Chart has been developed in consultation with the **Aged Care Standards & Accreditation Agency, Australian Nursing Federation, Nurses Board of Victoria**, and the Victorian **Department of Human Services** (Drugs and Poisons Unit, Aged Care Branch, Ambulatory & Continuing Care Programs Branch, Quality Use of Medicines Program), with financial support from the JO & JR Wicking Trust.