

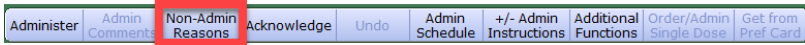
eMAR

Non-Administration Documentation

Critical Point: A non-administration should be documented if a dose of a scheduled med is missed and the dose will never be given.

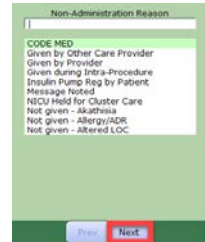
Process:

1. Click once on the medication. Do not scan.
2. Click **Non-Admin Reasons**.



3. Select the **Reason** for not administering the med and click **OK**.

- a. The Non-Admin Reason-NOT GIVEN is paired with a reason/justification why it was not given. The list is alphabetical. Use the **Next** and **Prev** buttons to move to other pages when scanning to choose the appropriate reasons.
- b. Use the **Next** and **Prev** buttons to move to other pages when scanning to choose the appropriate reasons.
- c. Not Given- Other See Shift Event. If you do select *Not Given- Other See Shift Event* as your reason, you must also go into **the Shift Event Report** assessment and document the information under the *Medication Other Non Admin Undo Reason*.



Medication Other Non Admin Undo Reason	
Other Non Admin Medication	<input type="text"/>
Other Non Admin Reason	<input type="text"/>
Undo Medication	<input type="text"/>
Undo Reason	<input type="text"/>

4. If an assessment pops up, do not document the assessment. Click **Return** (*Exception: Insulin for hypoglycemic or normoglycemic patients.*)
5. Click **Save**.

Non-Admin and Total Dose

A non-administration action will affect the **Dose Schedule** but is not counted against the **Total Dose** administration count.

- If all of the scheduled doses have been documented against, whether Administered or Non-Administered, the order is considered completed even if all the doses haven't actually been given.
 - If another dose is required, another order will be needed.