

Administering Medication in the SwyftOps App: A Step-by-Step Guide

Visiting Angels R.N.s create a Medication Profile for those clients for whom we provide Medication Setup or Medication Management. The Medication Profile is updated by an R.N. whenever we are notified of changes to the client's medication list.

From the SwyftOps App

1. Select **Medications**
2. From the list of medications, tap on the *specific medication* you're administering to the client.

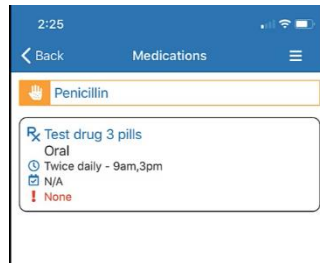


Figure 2
Client's Medication List

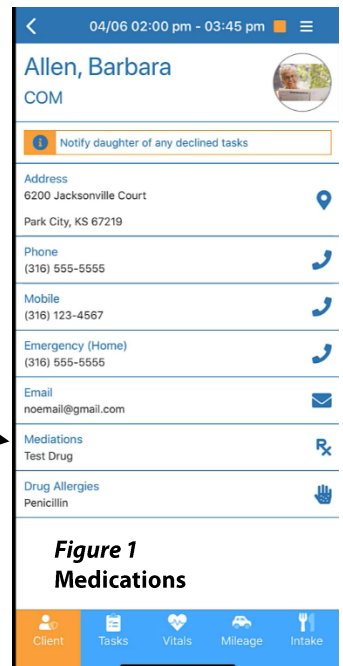


Figure 1
Medications

3. Input **Time, Outcome, Notes**

- a. If the medication is given at specific times, select the time that you are giving the medication.
If the time is given PRN, the app will enter your phone's current date and time. (PRN) Medications Add a brief note about the outcome (e.g., medication taken willingly, any side effects observed).

- b. Enter Outcome: a dropdown list of options will display
- c. Enter Notes

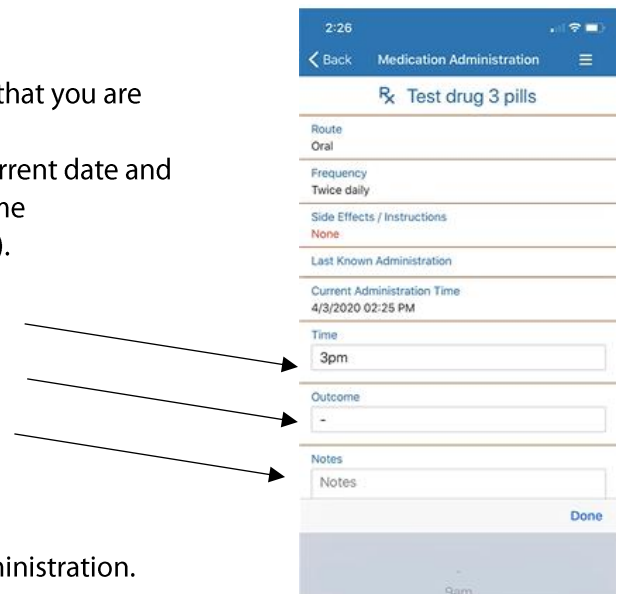


Figure 3
Enter time, outcome, notes

4. **Submit**

- a. Tap the "Submit" button to document the medication administration.
- b. A green checkmark should appear next to the administered medication for confirmation.
- c. When you clock out, you will Sign & Submit the medication administration record.

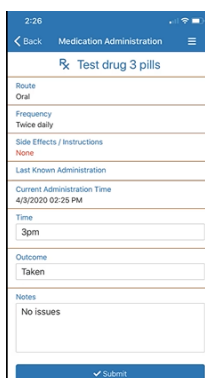


Figure 4
Review & Submit

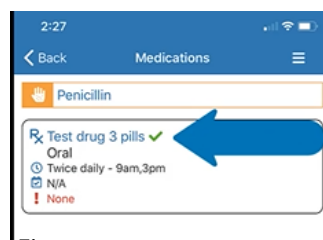


Figure 5
Check Mark

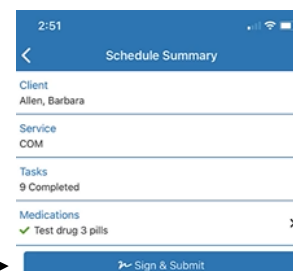


Figure 6
Sign & Submit (End of Shift)

Medication Administration

Important Notes:

Pre-Configured Doses: The app should prompt you with the correct medication based on the schedule.

PRN Medications: Ensure this is a PRN (as needed) medication meant for specific symptoms and not part of the regular dosage.

Always Refer to Instructions: If you're unsure about anything, do not administer the medication. Refer to any additional instructions provided on the Medication Profile and contact the office if needed.

Contact Information: For any questions or concerns regarding medication administration, contact the Visiting Angels office at 651-653-0110.

Remember: This guide provides a general overview. Always follow the specific instructions provided for each client's medication regimen.