Barcode Medication Administration (BCMA) is a process designed to electronically confirm the 7 Rights of Medication Administration. This flyer outlines the process to successfully utilize BCMA.

Overview of Barcode Medication Administration

➢ Barcode Medication Administration (BCMA) is a process designed to electronically confirm the 7 Rights of Medication Administration: Right Patient, Right Medication, Right Dose, Right Time, Right Route, Right Documentation, and Right Reason.

➢ BCMA adds an additional layer of safety but **DOES NOT** replace the safe medication administration process.

➢ Hospital directives regarding Patient Identification (2-Identifier process) MUST be followed.

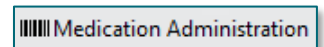## Medication Administration Workflow

STEP 1: Prepare medications to be administered.

- Be sure to place cut pills back in original packaging to take to room so barcode scanning can be implemented at the bedside per policy.
- If preparation is required, keep the barcode intact for scanning.

STEP 2: At the patient's bedside, verbally/visually verify the correct patient, following hospital policies/directives.

STEP 3: Confirm the patient information in the demographics banner bar.

STEP 4: Open the **Medication Administration Wizard** from the barcode button on the toolbar.

STEP 5: Click the **Refresh** button within the Wizard to ensure the most up-to-date medication orders are viewed.

STEP 6: Scan the FIN barcode on the patient's wristband or face sheet per practice policy.

- On the patient's facesheet, staff will scan the **QR Code**.
- When scanning the QR Code, staff will need to scan in a downward fashion. This will avoid capturing the other barcodes on the sheet.

STEP 7: Scan the medications.

- Complete any required or missing fields and manage alerts, as applicable.

STEP 8: Administer medications to the patient.

STEP 9: Click the **Sign** button to document.

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at:
207-973-7728 or 1-888-827-7728.