
<p>COMMUNITY CIRCLES, INC. SUPPORTED LIVING AUTHORIZATION FOR ADMINISTRATION AND ASSISTANCE TO SELF-ADMINISTER MEDICATIONS</p>
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Developmental Disability Program Policy Directive #01-01 allows unlicensed supported living staff who have been trained by and have had their skills validated by a Florida registered nurse to administer or supervise the self-administration of medication by individuals. Assistance to self-administer medications may include the following activities performed by the trained, supported living staff:

If medication is kept in the original container:

1. Taking medication, in its previously dispensed, properly labeled container, from where it is stored and bringing it to the individual.
2. In the presence of the individual,
 - a. reading the label and opening the container,
 - b. telling the individual what amount of medication he/she should remove from the container (or in the case of inhaled medications, the number of premeasured doses to be taken, and instructions as to where the inhaler is to be used in the mouth or the nose),
 - c. giving the container to the individual and observing the individual as he/she removes the medication from the container to ensure that he/she removes only the quantity of medication that is prescribed,
 - d. observing the individual as he/she takes the medication,
 - e. checking to make sure that the individual has actually taken the medication (i.e., that he/she has actually swallowed the medication), and
 - f. closing the container.
3. Assisting in the application of topical medications.
4. Assisting in the placement of a patch by which medication is administered.
5. Assessing whether the individual is properly self-administering oral or nasal inhaler medication.
6. Returning the medication to proper storage.
7. Keeping a record of when supervision of self-administration of medication occurs. That record should include the individual's name, date, time, dosage, name of medication, and signature of person supervising the self-administration.

If the individual uses a pill reminder container:

1. Where appropriate, observing the individual place medications in his weekly pill reminder container, and providing direction as to which pill should be placed in the weekly pill reminder container, and in what quantities.
2. Locating the weekly pill container, which should be maintained in a safe location within the home.
3. Opening the correct slot in the weekly pill reminder container, and providing verbal instructions to the individual as to which pill or pills should be taken at that time.

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4. Observing the individual take the medication, and checking afterward to be sure that the medication has actually been swallowed.
 5. Closing the weekly pill reminder container.
 6. Returning the weekly pill reminder container to its safe location.
 7. Keeping a record of when supervision of self-administration of medication occurs. That record should include the individual's name, date, time, dosage, name of medication, and signature of person supervising the self-administration.

Developmental Disability Program Policy Directive #01-01 also allows unlicensed Supported living staff who have been trained and have had their skills validated by a Florida registered nurse to administer medication to individuals with whom they have an ongoing relationship. Supported living staff may administer medications under the following circumstances:

1. Supported living staff may only administer prescription medications, which are prescribed on a "PRN" or as needed basis and which meet the criteria specified in the December 4, 2002 amendment to Policy Directive #01-01 regarding the administration of PRN medications.
2. Supported living staff may not administer prescription medications by injection.
3. Supported Living staff may administer nebulizer treatments according to the March 10, 2004 amendment to Policy Directive #01-01.

Y I have been informed of this policy and consent to have trained, unlicensed supported living coaches who have an ongoing relationship with me provide me with assistance in self-administering my medications.

Y I have been informed of this policy and consent to have trained unlicensed supported living coaches who have an ongoing relationship with me to administer my medications to me.

Y I have been informed of this policy and wish to administer my medications independently without assistance from supported living staff.

Y I have been informed of this policy and wish to have someone other than my supported living staff provide me with assistance in self-administering my medications or administering my medications to me.
Name of designated trained individual: _____

Y I do not currently take prescription medication and do not need my supported living staff to provide me with assistance in self-administering my medications or administering my medications to me at this time.

Consumer Signature

Date

Guardian Signature

Date