

**THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES  
NURSING PROGRAM  
POLICY NO. 384**

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**SUBJECT: Student Medication Safety Report (Clinical Occurrence)**

Responsibility of: Curriculum Committee  
Reviewed/Revised: November 2010

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**Purpose**

To document student occurrences or “near misses” of errors in medication calculations or medication administration in the clinical setting, and provide a learning tool to assist students learn the critical best practices in medication administration.

**Procedure**

A Student Medication Safety Report is a document designed to be used as a learning tool to follow-up on all errors in medication calculations or medication administration in the clinical setting. This form may be used to document actual or “near miss” occurrences in the clinical setting.

The student is required to complete one safety report for each medication involved in an occurrence. This report is in addition to any required clinical documentation or occurrence reporting as required by the institution. One completed copy must be submitted to the clinical instructor. A second (duplicated) copy must be submitted to the Curriculum Coordinator within 3 school days following student notification of the occurrence.

The student is accountable for complete documentation of the incident. Completion of the Student Medication Safety Report is considered part of the provision of safe and responsible nursing care, and if requested by an instructor, is required for a satisfactory clinical rating

Student Medication Safety Report  
(Clinical Occurrence)

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Student Name: \_\_\_\_\_

Course: Circle One:

NUR 102      NUR 105      NUR 201      NUR 202      NUR 203      NUR 206

Tract: Circle one:

Day tract      EW tract

Clinical Faculty (name): \_\_\_\_\_

1. Briefly describe the occurrence:
2. Look up the medication in your textbook or a nursing drug guide and provide the following information:

Name of drug, dose, route, time as provided in the order:

Drug Classification:

Drug Action:

Therapeutic dose range:

3. List the nurse’s responsibilities for follow-up care. To whom did you report this occurrence? Who else needs to be notified? What forms need to be completed?

4. What are the potential adverse patient effects?
5. What patient assessments are required following the occurrence?
6. What are the safety implications related to this type of error?
7. List your plan to prevent this error from occurring again:
8. Describe how this occurrence made you feel.

**If the occurrence involved a medication calculation complete the following questions**

9. Provide the equation and perform any calculations for the problem in the space provided.
10. How much medication should have been administered? (Provide the **correct answer** to the question with the unit clearly labeled (ex. milligrams, drops per minute, mls. per hour etc)
11. What dose of medication did you calculate - the amount you intended to administer to your patient? (Use the same unit of measurement as given in question 3 above (milligrams, drops, grains etc.)
12. Was this amount in #11 an overdose or under-dose?
13. Describe the implications of the calculation error for your patient.