

Step	Procedure	Yes	No	Remarks
1.	Check and verify the doctor's orders for nasal medication with medication administration record (MAR).			
2.	<u>Perform the SEVEN RIGHTS x 3</u> (should be done with each individual medication): ☐ The right client ☐ The right medication (drug) ☐ The right dose ☐ The right route ☐ The right time ☐ The right reason ☐ The right documentation			
3.	<u>Check the label on the medication for:</u> ☐ Name ☐ Dose ☐ Route ☐ Expiry date ☐ when the medication was opened and when will it expire			
4.	<u>Perform hand hygiene and gather supplies:</u> ☐ Non-sterile gloves ☐ Tissue ☐ Medication Perform two checks while taking medication out of medication cart and another while preparing the desired dose or solution. Label appropriately and initial it.			
5.	Greet and identify the client using two identifiers (name and date of birth). Explain the procedure and obtain informed consent.			
6.	Perform a third check for safe medication administration by verifying nasal medications with MAR.			
7.	<u>Before Administering Medication:</u> ☐ Provide privacy by closing the door or pulling the bedside curtains. ☐ Compare the order and double-check the client using two identifiers. ☐ Assess client for any contraindications to the medication			

	☐ Provide client with a tissue to blow the nose ☐ Select the nare for administration. ☐ Adjust the height of the bed to a comfortable working position ☐ Assist the client to the appropriate position as required (sitting back or lying flat with tilted head with a pillow underneath the neck). ☐ Do not tilt the head of the client with spinal or neck injuries ☐ Perform hand hygiene and apply non-sterile gloves			
8.	<u>During medication Administration:</u> ☐ Draw the correct dose of medication with the help of a dropper ☐ Instruct the client to breathe through the mouth ☐ Hold the dropper about 1 cm above the naris and drop the medication straight into the naris. ☐ Do not touch the naris with the dropper as it causes contamination ☐ Instruct the client to remain in the same position for 2-3 minutes			
9.	<u>After Medication Administration:</u> ☐ Return the medication to the client drawer/ medication locker ☐ Discard the other waste and supplies as per the hospital's policy ☐ Remove and discard gloves and perform hand hygiene			
10.	<u>Ensure the client's safety and comfort:</u> ☐ Lower and lock the bed ☐ Assess to determine need for the side rails ☐ Ask if the client needs any other assistance ☐ Ensure call bell is within client's reach			
11.	Perform hand hygiene and document as per agency policy. Include date, time, dose, route; which naris the medication was instilled into (or whether it was both nares); and client's response to the procedure.			
12.	Evaluate the client's response to medication within an appropriate time frame.			

Reference:

Doyle. G. R., McCutcheon. J. A. (2015). Clinical Procedures for Safer Patient Care: Instilling Eye, Ear, and Nose medication(CH. 6.5). Victoria, BC: BCcampus. Retrieved on 29th of December 2020 from <https://opentextbc.ca/clinicalskills/>