

**SKILLS FRAMEWORK FOR HEALTHCARE
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Patient Care					
TSC	Medication Management in Nursing					
TSC Description	Perform safe handling and administration of medication					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
		HCE-PTC-2021-1.1	HCE-PTC-3021-1.1	HCE-PTC-4021-1.1	HCE-PTC-5021-1.1	HCE-PTC-6021-1.1
		Assist in serving of oral and topical medications	Manage administration of non-parenteral medication	Manage administration of medications including controlled drugs	Enforce standards of safe medication practices	Drive medication safety
Knowledge		<ul style="list-style-type: none"> • Organisational guidelines on assisting in serving of oral and topical medications • Common oral and topical medications and types of preparation • Common routes of medication administration • Common clinical and medication terminologies used • Common errors in handling medications • Common drug allergy reactions to medications • Methods of disposal for medication 	<ul style="list-style-type: none"> • Categories of medication • Basic pharmacodynamics and its mechanism • Basic pharmacokinetics • Principles of safe administration and documentation of non-parenteral medication • Procedures in preparation of non-parenteral medications • Routes of non-parenteral medications administration • Techniques on delivery of non-parenteral medications • Individual legal responsibility and regulatory guidelines and/or requirements on medication administration • Principles of safe medication administration • Reporting procedures for drug-related incidents • Organisational guidelines and/or policies on medication administration • Use of technology in medications administration • Concepts of mathematics for calculation of drug dosage 	<ul style="list-style-type: none"> • Pharmacological principles including pharmacodynamics and pharmacokinetics of parenteral and non-parenteral medications • Types of disease-specific medication • Guidelines and protocols for management of parenteral medication • Routes of administration for parenteral medication including intravenous, central venous line, intramuscular • Principles and techniques in parenteral medication administration controlled drugs • Types of complication arising from parenteral medication administration • Legal and professional guidelines on the management of controlled drugs • Protocol and guidelines on management of cytotoxic drugs • Infection control protocols and/or guidelines in relation to management of parenteral medication • Occupational safety precaution on administration of cytotoxic drugs • Use of medical devices or technological pharmacological intervention in delivering parenteral medication 	<ul style="list-style-type: none"> • Medication approved by clinical board for administration • Medication reconciliation practices • Medication safety audit processes • Medication administration tracking system • Occupational safety measures related to use of cytotoxic drugs • Medication adverse events investigation processes • Best practices in medication management • Management of polypharmacy • Evidence-based practices on safe medication administration • Adverse drug events and medication errors 	<ul style="list-style-type: none"> • National and organisational medication safety priorities • Medication safety • Tools used in the investigation of medication related adverse events • Continuous quality assurance practices for medication safety

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<p>Abilities</p>		<ul style="list-style-type: none"> • Assist patients with oral and topical medications as instructed • Recognise and report common drug allergy reactions Ensure proper storage and disposal of medication 	<ul style="list-style-type: none"> • Adhere to the five rights of non-parenteral medications administration • Administer medication in accordance to organisational guidelines and/or protocol • Educate patients or caregivers on the drug regimen, purpose, and side effects of the medication • Assess patients' responses to medication including side effects and therapeutic effects • Document and report on the medication administered and its effects on patients • Communicate drug allergy reactions resulting from the medication administered to charge nurse • Assist in medication incidence management 	<ul style="list-style-type: none"> • Adhere to the five rights of medications administration • Apply concepts of mathematics in performing drug calculation and reconstitution • Monitor use of infusion pump in delivering parenteral medication including patient-controlled analgesia device • Establish intravenous access for parenteral medication administration • Observe aseptic technique in preparation of parenteral medication • Evaluate and monitor patients' responses to parenteral medication administered including drug allergy and adverse drug reaction • Initiate interventions to manage extravasation and/or infection resulting from parenteral medication administration • Administer controlled drugs in accordance with legal requirements and with scope of practice • Adhere to occupational safety precaution in administration of cytotoxic drugs • Manage medication incidents including drug allergies and adverse drug reaction in accordance to organisational procedures. • Escalate and report drug allergies and adverse drug reactions in accordance to institutional policies 	<ul style="list-style-type: none"> • Participate in medication reconciliation in accordance to institutional policies • Conduct audits on medication safety • Analyse incident reports to identify contributing factors to medication incidents • Enforce infection control measures in relation to medication administration • Enforce occupational safety measures related to cytotoxic drugs • Investigate medication-related adverse events • Maintain up-to-date on best practices in medication management • Utilise quality and patient safety indicators to promote medication safety • Collaborate with multidisciplinary teams to address challenges in medication management 	<ul style="list-style-type: none"> • Lead investigation of medication-related adverse events through quality tools including root cause analysis and failure modes and effects analysis • Institute quality assurance programmes to improve medication safety • Align programmes and initiatives with national and organisational medication safety priorities
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