



# The Commonwealth of Massachusetts

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## ADVISORY

**TO:** Medication Administration Program Administrators and Registered Sites  
**FROM:** David E. Johnson, Director, Drug Control Program  
**DATE:** June 24, 2020  
**SUBJECT:** Acceptable MAR Codes for Use on the Medication Administration Record (MAR) or Medication Sheet at a Medication Administration Program (MAP) Site

The following is a list of Medication Administration Record Codes (MAR Codes) to be used as acceptable abbreviations of a longer phrase or sentence that describes MAP medication responsibilities and/or medication administration that will be performed at a location away from the MAP Registered Site.

When use of a MAR Code is permitted by the MAP Policy Manual, only the MAR Codes listed in this Advisory will be considered acceptable for use on the MAR/medication sheet. When an acceptable MAR Code is listed on a MAR/medication sheet, the MAR Code and its meaning must be listed on that MAR/medication sheet.

**A - absent from site** (i.e., medication was not administered due to unauthorized reasons beyond staff's control as the person left the program without agreement or supervision or did not return as planned without agreement or supervision during medication administration time.)

**DP - day program/day habilitation** (i.e., person's medication responsibilities transferred to a day program or a day habilitation program)

**H - hospital, nursing home, rehab center** (i.e., person's medication responsibilities transferred to a hospital, nursing home, rehabilitation center, respite, etc.)

**LOA - leave of absence** (i.e., medication was transferred to family/guardian/responsible party for administration while on leave of absence)

**NSS - no second staff** (i.e., specific to medication that requires dose verification prior to administration by a second staff such as, warfarin sodium, indicates there is no second staff available.)

OSA - off-site administration (i.e., medication is administered by Certified Staff at an off-site location, such as the movies, a community outing, etc.)

P - packaged (i.e., person packed their medication under staff supervision. Code is used when a person is learning to self-administer their medication)

S - school (i.e., person's medication responsibilities transferred to a school or after school program)

V - vacation (i.e., medication to be administered by Certified Staff when the staff accompanies a person on a planned vacation)

W - work (i.e., medication to be administered by Certified Staff at a person's work location)