REQUIRED

Competency Evaluation Tool for Return-Demonstration of ‘Medication

 Administration’ via the Individual’s Gastrostomy (G) or Jejunostomy (J) Tube

**Name of Individual:**

 **Type of G or J Tube:**

Before administering medication to the individual via the G or J Tube route, Certified staff must observe the Trainer demonstrate the correct technique. Certified staff must then be observed by the Trainer, successfully completing a return-demonstration of medication administration (via the G or J Tube).

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|  | **Pass (P),****Fail (F), N/A** | **Comments** | **Procedure for Demonstration of Medication Administration via the Individual’s Gastrostomy (G) or Jejunostomy (J) Tube:** |
|  |  |  | **The Certified staff:** |
| 1. |  |  | Follows all procedures for preparation and administration of medication via the individual’s Gastrostomy (G) or Jejunostomy (J) Tube, according to MAP Regulations, Policies, and Curriculum. |
| 2. |  |  | Checks individual’s Health Care Provider (HCP) Orders and/or Protocol. |
| 3. |  |  | Washes hands. |
| 4. |  |  | Assembles necessary equipment and enough water for pre and post medication water flushes. |
| 5. |  |  | Prepares medications according to the ‘Medication Administration Process’. |
| 6. |  |  | Shakes suspensions vigorously before pouring. Crushes pills finely before mixing with water (or other HCP Ordered liquid). |
| 7. |  |  | Informs individual what is being done. |
| 8. |  |  | Checks the placement (e.g., measuring tape) of the G or J Tube (if included in the HCP Order and/or Protocol). |
| 9. |  |  | Positions individual in the correct position. |
| 10. |  |  | Clamps/pinches G or J Tube before unplugging or disconnecting feeding. |
| 11. |  |  | Removes plug or disconnects feeding. |
| 12. |  |  | Plug and/or tubing (that is connected to feeding bag) are placed on a clean surface, so that they remain free from contamination. |
| 13. |  |  | While G or J Tube is still clamped/pinched, inserts tip of syringe (which has been separated from plunger) into G or J Tube. |
| 14. |  |  | Pours HCP instructed amount (e.g., 20 mL) of water (or other HCP Ordered liquid) into syringe and allows it to flow into the stomach or intestine (following HCP Order and/or Protocol). |
| 15. |  |  | Pinches off G or J Tube just prior to syringe being completely emptied. |
| 16. |  |  | Pours medication into barrel of syringe followed by HCP Ordered amount of water (e.g., 5 mL to 10 mL) that is poured in-between each type of medication administered. |
| 17. |  |  | Ends medication administration with HCP Ordered amount (e.g., 20 mL) of water flush. |
| 18. |  |  | Inserts plug or reconnects G or J Tube to feeding pump tubing and (checks setting on feeding pump), unclamps G or J Tube, and turns feeding pump on. |
| 19. |  |  | Documents the medication administration according to MAP Regulations, Policies, and Curriculum. |

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| Based on this Competency Evaluation Tool, I, as approved Trainer (RN or HCP), have determined that the Certified Staff named below is competent to administer medications via the G or J Tube to the **identified Individual**. |
| Date:  | Trainer’s Printed Name:  |
| Certified Staff’s PrintedName:  | Trainer’s Signature:  |
| Certified Staff’sSignature:  | Trainer’s ContactInformation:  |

Maintain a copy of this document in Training Records at the MAP Registered site Rev\_06-28-23