

Key Definitions (for purposes of this self assessment)

Caregiver

A family member, friend, or other person not providing patient care on behalf of the healthcare facility, who is assisting the patient with medication administration, particularly in the outpatient setting, or monitoring the patient's adherence to instructions.

Computer order entry system

Any computer system into which medical orders are entered, including pharmacy computer systems into which pharmacy staff enter or validate medication orders, as well as computerized prescriber order entry systems into which authorized prescribers enter medical orders.

Guideline

Recommendations that provide acceptable practices and options, including drug therapy, for managing a particular procedure or treatment for a specific diagnosis or condition, which can be used to assist in clinical decision making and adapted to the patient's specific needs.

High-alert medications (or drugs)

Medications that bear a heightened risk of causing significant patient harm when they are used in error. Although mistakes may or may not be more common with these drugs, the consequences of an error are more devastating to patients. Examples of high-alert medications include insulin, opioids, neuromuscular blocking agents, anticoagulants, and many others. Complete lists of high-alert medications used in the acute care setting, community and ambulatory healthcare setting, and long-term care setting can be found at: www.ismp.org/Tools/highAlertMedicationLists.asp.

Implemented

Accomplished or achieved in practice, not just in policy.

Medication (or drug)

Medication includes: prescription medications; sample medications; herbal remedies; vitamins; nutraceuticals; over-the-counter drugs; vaccines; diagnostic and contrast agents used on or administered to persons to diagnose, treat, or prevent disease or other abnormal conditions; radioactive medications; respiratory therapy treatments; parenteral nutrition; blood derivatives; intravenous solutions (plain, with electrolytes and/or drugs); and any product designated by the US Food and Drug Administration (FDA) as a drug. The definition of medication does not include enteral nutrition solutions (which are considered food products), oxygen, and other medical gases unless explicitly stated.

Minimal sedation

A drug-induced state during which patients respond normally to verbal commands. Although cognitive function and physical coordination may be impaired, airway reflexes and ventilatory and cardiovascular functions are unaffected.

Moderate sedation

A drug-induced depression of consciousness during which patients respond purposefully to verbal commands, either alone or accompanied by light tactile stimulation. No interventions are required to maintain a patent airway, and spontaneous ventilation is adequate. Cardiovascular function is usually maintained.

Neonate (or neonatal)

A newborn infant less than 1 month old.

Neuraxial

Medications or solutions administered by the epidural or intrathecal (spinal) routes of administration.

continued from page 8

Order set

Standardized list or template of logically grouped medical orders used to treat specific clinical situations (e.g., a specific diagnosis, a specific drug therapy), which follow pre-established clinical guidelines based on evidence-based best practices. The use of order sets can decrease variation in care; enhance compliance with recommended treatment guidelines; promote complete, unambiguous, and accurate orders; reduce the risk of prescribing errors; and improve patient outcomes.

Pediatric

An infant older than 1 month, toddler, child, or adolescent (age limit typically up to 18-21 years).

Practitioner

A licensed healthcare professional who is authorized within the institution to prescribe, dispense, or administer medications, such as a physician, physician assistant, nurse anesthetist, nurse practitioner, nurse, pharmacist, or respiratory therapist.

Protocol

A defined, standard regimen intended to be followed for managing a particular procedure, drug therapy, or treatment for a specific diagnosis or condition, which often includes medication precautions and dosing instructions, supportive treatments, and patient monitoring.

Unit stock

Medications that are not labeled or stored for a specific patient and that are available outside the pharmacy. This would include medications stored in medication rooms, refrigerators, storage cabinets, and ADCs, for potential administration to various patients.

ADDITIONAL GLOSSARY TERMS

Additional defined terms can be found in the **Glossary (page 89)** and are designated throughout the text in **BOLD, SMALL CAPITAL LETTERS**. In the online version of the assessment, these additional terms are linked to their definitions when they appear in a self-assessment item, or the definitions can be found on the left side of the webpage when they appear in a demographic question.

Key Abbreviations

ACLS

Advanced cardiovascular life support

ADC

Automated dispensing cabinet

AUC

AREA UNDER THE CURVE

BSA

BODY SURFACE AREA

ECG

Electrocardiogram

EHR

Electronic health record

eMAR

Electronic medication administration record

FAQ

Frequently asked question

IM

Intramuscular(ly)

IV

Intravenous(ly)

MAR

Medication administration record

PALS

Pediatric advanced life support

PCA

Patient-controlled analgesia

PN

Parenteral nutrition