

Division of Developmental Disabilities Services
Competency Evaluation Tool
Enteral Tube Medication Administration
TO BE USED for SHARED LIVING NON-
NURSES ONLY

DATE:	STAFF NAME:
SERVICE RECIPIENT:	OBSERVER:

	YES	NO	COMMENTS
1. Follows all aspect of the DDDS Shared Living Medication Administration curriculum.			
2. Checks MAR and/or physician’s order.			
3. Completes hand hygiene.			
4. Gathers/assembles necessary equipment.			
5. Prepares medications for administration by crushing/opening each tablet/capsule and mixing separately with a minimum of 15 cc of water (unless otherwise ordered). Liquid medications are also to be poured separately and mixed with a minimum of 15 cc of water (unless otherwise ordered).			
6. Explains procedure to service recipient.			
7. Positions service recipient in correct position.			
8. Protects clothing with a barrier.			
9. Applies non-sterile gloves.			
10. Clamps/Pinches enteral tube before opening enteral tube port to prevent air from entering.			
11. Places plug appropriately to avoid contamination. (As applicable)			
12. While enteral tube is still clamped, places tip of 60cc syringe into end of enteral tube.			
13. Verifies proper placement of the <i>gastrostomy</i> as instructed by the HCP if part of the service recipient’s protocol.			

