



Abbreviated Training for Approved Medication Administration Personnel

Examination – Instructors Answer Key

*Note that this must be passed with a score of not less than 80%

1. If an individual has difficulty swallowing a medication, you should:
 - a. Not give medication.
 - b. Dissolve the medication in food or water.
 - c. Contact the supervisor or nurse for instructions on how to proceed.
 - d. Crush the pill or empty capsule and mix with food or water.

2. The effects of a drug which can occur, in addition to the therapeutic effects, is referred to as:
 - a. Lethal effects.
 - b. Side effects.
 - c. Minimal effects.
 - d. Maximum effects.

3. A Topical drug is one that is:
 - a. Used for diseases contracted in tropical areas of the world.
 - b. Used for the application to mucous membranes or to skin.
 - c. Approved by the FDA.
 - d. Used by oral ingestion.

4. The action of a drug may be affected by:
 - a. The persons age.
 - b. The persons weight.
 - c. The persons general physical condition
 - d. All of the above.

5. The effects of medications will always stop when the medication is discontinued.
 - a. True
 - b. False

6. If an individual demonstrates a disruptive behavior, drugs are the first choice for correcting the problem behavior.
 - a. True
 - b. False



7. Some of the key points to look for in observation of behavior include:
 - a. Activity level and sleeping habits.
 - b. Level of attention and socializing with others.
 - c. Eating habits and appearance.
 - d. All of the above
8. An emergency is reported:
 - a. After the individual is safe in the hospital.
 - b. To the family first.
 - c. Immediately to the supervisor.
 - d. The next day after forms are completed.
9. If an individual develops a rash, it should be handled as an emergency.
 - a. True
 - b. False
10. When you receive a medication from the pharmacist, you should check the label for directions. The most important factors to check are:
 - a. Individuals name, medication, dosage, times, route.
 - b. Physicians name, date of order, telephone number of the pharmacy.
 - c. Individuals name, physicians name, date of order.
 - d. Individuals name, date of order, times, physicians name.
11. The medication administration record is a form designed for:
 - a. Documenting that a medication was given.
 - b. Keeping track of how many pills are left.
 - c. Giving the individual information on the medication.
 - d. Giving side effects of medication.
12. Medications should be stored in:
 - a. Agency envelopes.
 - b. Agency containers.
 - c. Original containers.
 - d. Double licked containers.
13. Internal and external drugs should be stored:
 - a. In a convenient location.
 - b. Together.
 - c. Only in unlocked areas.



- d. In separate areas.
14. When administering medications, your responsibilities include:
- Leaving the medication in a cup for the individual to take when she/he is ready.
 - Having the individual pick up the medication(s) from the pharmacy.
 - Ensuring that the individual receive his/her prescribed medications and observing for interactions.
 - All of the above
15. You check the Medication Administration Record (MAR) with the label on a liquid medication. The typing is blurred and hard to read. You should:
- Administer the medication because you gave it before.
 - Hold the medication and notify the nurse for assistance.
 - Hold the medication until you get a new bottle the next day.
 - Administer the medication because you know the person.
16. Which of the following are important components of medication administration?
- Neatness and cleanliness.
 - Always use generic drugs.
 - Observation and common sense.
 - Yelling at the individual if he/she is refusing medications.
17. Controlled substances require double locked storage.
- True
 - False
18. If a medication was prepared/poured by another Approved Medication Administration Personnel (AMAP) or nurse, it is ok for you to administer it.
- True
 - False
19. The medicine cabinet must:
- Be kept locked when not in use.
 - Be equipped with a climate control device.
 - Be equipped with a security device wired to the local sheriff's office.
 - All of the above.



20. What is the purpose of the prescription?
- To describe the reason for the medication.
 - To list the desired effect and side effects of the medication.
 - To state the name of the medication and details for administration.**
 - All of the above.
21. In pouring non-controlled medication which is not administered, record accordingly, notify the appropriate person and do the following:
- Return it to the container.
 - Put it in an envelope to be returned to the pharmacy.
 - Dispose of the medication down sink or toilet.**
 - Discard in waste -paper basket.
22. The MAR states: Benadryl 25 mg capsules, 2 caps po TID. The label on the medication states: Shake emulsion before external application. The AMAP would withhold the medication because which of the Five Rights is questioned?
- The right dose.
 - The right time.
 - The right person.
 - The right route.**
23. Before starting the medication administration process, the AMAP should:
- Pour the ordered amount of medication.
 - Identify the individual.
 - Remove the container from the cabinet.
 - Wash hands thoroughly.**
24. Documentation that a drug was administered should be:
- Done within three hours of administration.
 - Done anytime that is convenient.
 - Right after the individual swallows the drug.**
 - Just before administering the drug.
25. Documentation of PRN medication shall include:
- Name and dose of medication
 - Condition under which medication may be given.
 - Minimum length of time between doses.
 - All of the above.**



26. The person who decides what medication is to be ordered is the:
- Physician
 - Registered nurse
 - Pharmacist
 - individual
27. Medication should be administered only on the basis of a written order from a physician, dentist, physician's assistant or nurse practitioner.
- True
 - False
28. When administering medication's, you should:
- Stay with the person until you are sure he/she has swallowed the medication.
 - Ask a co-worker to make sure the person has swallowed the medication.
 - Trust that the person will swallow the medication.
 - Give medication to co-worker to administer.
29. If there is a discrepancy between the physician's order and the MAR, your first action should be to:
- Give the medication anyway.
 - Notify the nurse for assistance.
 - Correct the MAR
 - Do nothing.
30. To prevent medication errors, follow the Five Rights. They are:
- Time, place, drug, person, dose.
 - Time, person, dose, drug, place.
 - Person, time, route, drug, dose.
 - Person, time, date, drug, dose.