

Specification of Competency Standards
for the Elderly Care Service Industry
Unit of Competency

Functional Area - Clinical Care

Title	Administration of Eye Drop, Ear Drop and Nasal Drop
Code	106027L3
Range	This Unit of Competency is applicable to employees in the elderly care service industry who provide clinical care to elderlies. This Competency involves the ability to give eye drops, ear drops and nose drops to elderlies safely and accurately according to medical doctors' prescriptions and the guidelines of the institution on administration such medications, so as to ensure elderlies receive proper treatment.
Level	3
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Basic knowledge of eye drops, ear drops and nose drops</p> <p>Be able to</p> <ul style="list-style-type: none"> • Understand basic pharmacology, including different classes of medications, their actions, side effects, common dosage, routes of administration and their expected therapeutic effects • Understand the principles to check and verify prescriptions, including the “3 checks and 5 rights” principle • Understand methods of drug security, storage and management • Understand the units of dosage, calculation and measurement of commonly used dosage regimens • Understand medical prescriptions and abbreviations, including: <ul style="list-style-type: none"> ○ name of the drug ○ dosage unit and frequency of administration ○ routes of administration • Understand the devices used to administer eye drops, ear drops and nose drops, including eye drops bottle and nose drops dropper • Understand the nursing procedures before and after the application of eye drops, ear drops and nose drops • Understand the skills to appropriately document the use of eye drops, ear drops and nose drops on elderlies <p>2. Giving eye drops, ear drops and nose drops</p> <p>Be able to</p> <ul style="list-style-type: none"> • Check and verify the prescription of eye drops, ear drops and nose drops using “3 checks and 5 rights” principle • Explain to elderlies the possible reaction after applying the medications • Provide proper nursing care before and after the application of eye drops, ear drops and nose drops, such as: <ul style="list-style-type: none"> ○ help elderlies to stay in correct posture ○ pull lower eyelids to apply eye drops ○ apply gentle pressure on nose bridge to close the tear ducts ○ clean the nostrils before applying nose drops ○ remind the elderlies the possibility of increased nasal secretions after application of nose drops ○ pull the auricle upwards after application of ear drops; remind elderlies to keep the head tilted on one side for 2 minutes • Use the devices appropriately, including the droppers of nose drops, eye drops and ear drops, and apply medications to the designated position

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	<ul style="list-style-type: none"> • Document properly the medication used, its administration and elderlies' response to the medications • Handle surplus or expired medications properly • Pay attention and check elderlies' use of medication against the prescribed dosage carefully to avoid overdose • Report to healthcare professionals immediately if the elderlies develop adverse drug reactions after the medication is administered <p>3. Exhibit professionalism</p> <p style="padding-left: 20px;">Be able to</p> <ul style="list-style-type: none"> • Administer eye drops, ear drops and nose drops according to medical prescription safely and accurately • Be mindful of elderlies' feeling after application of medications
Assessment Criteria	<p>The integrated outcome requirements of this Unit of Competency are:</p> <ul style="list-style-type: none"> • Ability to accurately administer eye drops, ear drops and nose drops according to prescriptions and the guidelines of the institution; and • Ability to detect adverse drug reactions and report immediately to healthcare professionals in order to ensure elderlies' safety when using medication.
Remark	