

What You Need to Know About Each Medication You Take

- What is the name of the medication?
- What is it for?
- What time of day should you take it?
- How much of it should you take each time?
- How should you take it?
- Should you take it with food?
- What should you do if you miss a dose?
- Are there any side effects?
- What should you do if you have a side effect?
- Is it safe to take with other medications you are taking, including over-the-counter medications, vitamins, or herbs?
- What food, drink or activities should you avoid while taking it?



ABOUT YOUR UNIVERSAL MEDICATION FORM



What is the Universal Medication Form

The Universal Medication Form is designed to keep track of all the prescription medications, over-the-counter medications, and herbal supplements that a person takes when they are home.

Can You...

- ◆ List by memory your medications-prescriptions as well as over-the-counter and their dosages?
- ◆ When asked this question most individuals answer NO to this question!

The Universal Medication Form is...

- A simple document
- Free to consumers
- Provides a single record of all medications
 - Prescriptions
 - Over-the-counter
 - Herbals
 - Vitamins

The Universal Medication Form was created as a simple affordable medication form that can be kept in the purse/wallet of an individual receiving health care in West Virginia.

Who should use the Universal Medication Form

Every person in West Virginia should have a Universal Medication Form with them at all times.

Being safe and knowing about your medications could save your life!

One important safety tip is to know exactly what medications you take and when you take it...and to be able to give the information to the caregiver. The Universal Medication Form can be your source of information even if you can't speak for yourself.

You are the common factor when it comes to medication safety and error prevention in the healthcare system.

FACT...

- Approximately half of all prescriptions are taken incorrectly
- As many as one of every ten hospital admissions may be caused by incorrect medication usage

How should the Universal Medication Form be Used

The Universal Medication Form is designed to reduce medication errors. You need to be involved in this process. **You are responsible for your safety.** Work with your healthcare team to keep you safe.

- Always keep an updated copy of the form in your wallet/purse so it will be available at all times, even in the case of an auto accident. This will allow EMS and Emergency Departments to have access to this vital clinical information. Take it with you to the hospital when you are scheduled for inpatient admission or outpatient visits.
- Give it to the emergency medical workers if you have to call 911. If you are admitted to the hospital, your medications may change. When you are discharged, many hospitals will give you a new form that lists the new medication and any old medications that you are to continue taking.
- Make sure you keep your Universal Medication Form updated and take it with you to share with everyone who had the old form.

