

# Daily MAR chart checklist for Care Homes

## Daily Medicine Administration Record (MAR) Checklist

To be completed once per day. Person completing should check all entries since previous check. Record detail of identified issues, actions required and indicate when resolved using the “MAR chart issues and actions log”

*Check should ideally be completed by a member of the team who hasn't administered medicines on that day's medication round – This is to provide a “Fresh set of eyes”.*

Month <small>Please circle</small>	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
Date	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>	13 <sup>th</sup>	14 <sup>th</sup>	15 <sup>th</sup>	16 <sup>th</sup>	17 <sup>th</sup>	18 <sup>th</sup>	19 <sup>th</sup>	20 <sup>th</sup>	21 <sup>st</sup>	22 <sup>nd</sup>	23 <sup>rd</sup>	24 <sup>th</sup>	25 <sup>th</sup>	26 <sup>th</sup>	27 <sup>th</sup>	28 <sup>th</sup>	29 <sup>th</sup>	30 <sup>th</sup>	31 <sup>st</sup>					
Time check undertaken <small>(AM/PM)</small>																																				
<b>I have checked:</b> Please tick once checked																																				
All residents have had their medicines offered																																				
ALL the MAR charts for gaps and taken measures to update where necessary																																				
All non-administered medicines have the correct omission code on the MAR and a corresponding note on back of MAR or on eMAR system																																				
All refusals have been re-offered and referred to GP if necessary																																				
All variable dose medicines have the “actual” dose given recorded on the MAR																																				
All handwritten entries/amendments (or equivalent) are double signed																																				

There is sufficient medication for the rest of the cycle or an order has been made																																				
Signed/Initialled by																																				
Nurse/Senior carer who completed the check																																				



## MAR chart issues and actions log for Care Homes

Date	Resident name	Issue to be addressed	Action required	Staff responsible	Resolved (sign name)

Approved By: IMOC  
Approval Date: July 2023  
Renew Date: July 2025


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