Drug administration
It is essential that all chemotherapy drugs are recorded as administered on Aria to ensure that the data is uploaded to SACT.

Click Drug Admin.

Review Admin Instructions.

Countersigning nurse clicks Co-Sign to confirm that drug details are correct for the patient.

Select drug to be administered (the row below the drug name).
Always check [http://tvscn.nhs.uk/networks/cancer/cancer-topics/chemotherapy/](http://tvscn.nhs.uk/networks/cancer/cancer-topics/chemotherapy/) or via Applications in Aria, to ensure most recent version is being used.

Countersigning nurse enters **User ID and Password** and clicks **OK**.

Administration instructions - you may find information regarding filters, giving sets, flow rates etc. Once reviewed, and ready to record administration – click record.
The pharmacist may mark drugs that are on hold by adding ‘On Hold’ to the administration instructions. If anyone has added to the administration instructions you will see the * next to the administration instructions icon both in prescription details and drug administration windows.
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If you are using detailed dose recording on a few occasions for a patient – e.g. one nurse records the start of the infusion and another records the end ONLY enter approve on the main dose recording page once all has been completed.

**Adverse reactions**

To record an adverse reaction at the dose recording window of the appropriate drug click the add button.
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Complete details and click OK

This symbol indicates that an adverse reaction has been recorded.

When recording is complete, drug will disappear from list (shows pending drugs only by default). Select All but Errored to see details of drugs already administered.
Recording Oral Drug As Administered

Based on an Aria training documents originally produced by:
Clinical Systems Training Team, Royal Berkshire Hospital, Reading
Written for TVCN by Dr Claire Blesing April 2009
Amended by Andrea Barkwith Dec 2016
For Doctors, nurses and pharmacists

To record any oral TTO drugs given in chemo unit (eg antiemetics)
Click on Other Administration.
Highlight the drug. Click record.
Enter time and Approve.

Always check http://tvscn.nhs.uk/networks/cancer/cancer-topics/chemotherapy/
or via Applications in Aria, to ensure most recent version is being used.