**The Medication Reconciliation Process in Home Care**

1. **Identify Client**
   - Identify and target high risk clients using a medication risk assessment tool (MedRAT), if necessary.
   - The target criteria is set by the organization.
   - **Goal:** All clients are to have Medication Reconciliation.

2. **Create the BPMH and Identify Discrepancies**
   - **Interview** the client using a systematic process to establish what medications the client is actually taking.
   - **Compare** information from client interview with information gathered from other sources, including:
     - Referrals/physicians orders
     - Discharge/transfer information
     - Medication calendars
     - Medication labels, vials, and bottles
     - Pharmacy lists
     - Current reconciled medication list
     - Prescriptions: new and existing
     - Electronic client database
   - **Identify** discrepancies among the sources of information.
   - **Document** any discrepancies on the Best Possible Medication History (BPMH) tool.

3. **Resolve and Communicate Discrepancies**
   - **Resolve** appropriate discrepancies (with the client/family) based on information gathered.
   - **Identify** discrepancies requiring resolution by:
     - Physician/Nurse Practitioner
     - Pharmacist
     - Other
   - **Communicate** the BPMH and discrepancies requiring resolution (depending on urgency and resources available), via:
     - Phone
     - Fax
     - Hand delivered by clinician
     - Hand delivered by client/family
     - Other
   - **Document** actions taken in the client record for follow up on the next visit if necessary.

4. **Close the Medication Reconciliation Loop**
   - **Confirm** resolution of discrepancies by physician/nurse practitioner or pharmacist.
   - **Communicate** reconciled medication list to client/family. This may be done directly by physician/nurse practitioner, or pharmacist to the client or through the home care clinician for delivery to the client.
   - **Verify** the client/family understands any changes to the medication regimen and the importance of keeping this medication list up-to-date.

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