

Medication Reconciliation Patient Education Checklist

Use this checklist to guide a simple, patient-friendly conversation that helps ensure medicines are understood, accurate, and up to date.

☐ **Step 1: Gather Medicines.**

- ☐ Ask the patient: "Can you show me all the medicines you take, including vitamins and herbs?"
- ☐ If they forget some, ask:
 - "Do you take any medicine in the morning or at bedtime?"
 - "Do you use any creams, inhalers, or injections?"
 - "Does anyone help you with your medicine?"

Tip: *If needed, ask a caregiver or family member to assist.*

☐ **Step 2: Make the List**

- ☐ Write down each medicine, dosage, and when they take it.
- ☐ Use simple words and/or pictures to explain.
- ☐ Ask: "Do you know why you take each medicine?"
 - If YES → Reinforce understanding.
 - If NO → Explain in simple terms.

Example: *Instead of "This is an antihypertensive," say, "This helps keep your blood pressure normal."*

☐ **Step 3: Check for Changes**

- ☐ Compare the list with past records or bottles.
- ☐ Ask:
 - "Are there any medicines you stopped taking?"
 - "Has your doctor changed your medicines recently?"
 - "Do you have any pills that look different from before?"

Tip: *If there are differences, help the patient update the list.*

☐ **Step 4: Teach About Medicines**

- ☐ Go through each medicine with the patient.
- ☐ Ask:
 - "What do you know about this medicine?"
 - "Have you had any side effects?"
 - "Do you ever miss doses? If so, what makes it hard to take?"

Tip: *If they have trouble taking their medicine, explore solutions:*

- "Would reminders, like alarms or pillboxes, help?"
- "Would it help if a family member helped you remember?"

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□ **Step 5: Give the Updated List**

- Make sure the patient has a copy of their updated medicine list. Encourage them to:
- Encourage them to:
 - Keep it in their wallet or phone.
 - Bring it to all doctor visits.
 - Show it to family members or caregivers.
- Ask:
 - “Who helps you remember to take your medicine?”
 - “Who would you share this list with to help keep you safe?”

□ **Step 6: Confirm Understanding & Encourage Engagement**

- Ask open-ended questions to check understanding:
 - “Can you tell me how you take your medicine in your own words?”
 - “What would you do if you ran out of a medicine?”
 - “What questions do you have about your medicines?”

Tip: If they struggle to answer, re-explain in a different way.

□ **Last Step: Celebrate Small Wins!**

- Praise them for their efforts:
- Ask:
 - “You’re doing a great job managing your medicines!”
 - “It’s great that you’re keeping track of your list. That keeps you safe!”
 - “I can tell you care about your health—keep up the good work!”

Helping patients understand their medicines can prevent serious problems. Use this checklist regularly to keep them **safe, informed, and confident** in their care.