

Procedure: Administration of Medication Using Metered Dose Inhaler (MDI)

Equipment & Consumables

Prescribed Metered Dose Inhaler (MDI)

Spacer device (if prescribed / available)

Gloves (if required by ward policy)

Tissue / paper towel

Kidney dish

Glass of water (for mouth rinsing if steroid inhaler)

Alcohol swab (if cleaning mouthpiece)

Patient documentation chart

Correct Sequence When More Than 1 Puff Is Prescribed

Give **first puff**

Patient **holds breath for 5–10 seconds**

Patient breathes out slowly

Wait 30–60 seconds

Shake inhaler again

Give **second puff**

No.	Step / Criteria	Done (✓)	Not Done (X)
1	Performs hand hygiene	<input type="checkbox"/>	<input type="checkbox"/>
2	Introduces self and explains procedure to patient	<input type="checkbox"/>	<input type="checkbox"/>
3	Prepares correct equipment and consumables	<input type="checkbox"/>	<input type="checkbox"/>
4	Checks doctor's order and correct inhaler	<input type="checkbox"/>	<input type="checkbox"/>
5	Checks medication label and expiry date	<input type="checkbox"/>	<input type="checkbox"/>
6	Removes cap and shakes inhaler well	<input type="checkbox"/>	<input type="checkbox"/>
7	Primes the inhaler if it is new or not used for a long time	<input type="checkbox"/>	<input type="checkbox"/>

8	Positions patient sitting upright or standing	<input type="checkbox"/>	<input type="checkbox"/>
9	Instructs patient to breathe out fully	<input type="checkbox"/>	<input type="checkbox"/>
10	Places mouthpiece correctly between lips (tongue down, lips sealed)	<input type="checkbox"/>	<input type="checkbox"/>
11	Presses inhaler once while patient inhales slowly and deeply	<input type="checkbox"/>	<input type="checkbox"/>
12	Instructs patient to hold breath for 5–10 seconds , then breathe out slowly	<input type="checkbox"/>	<input type="checkbox"/>
13	Waits 30–60 seconds before giving the next puff (if prescribed)	<input type="checkbox"/>	<input type="checkbox"/>
14	Provides post-procedure care (rinse mouth if steroid, clean mouthpiece)	<input type="checkbox"/>	<input type="checkbox"/>
15	Documents medication given and patient's response	<input type="checkbox"/>	<input type="checkbox"/>