

PROCEDURE: Contingency Medications

- POLICY:**
1. Contingency medications are ordered on an as-needed basis by the Psychiatric Attending and/or APRN, obtained from the JDH Pharmacy and dispensed by an MD, APRN or RN for PHP/IOP patients.
 2. Contingency medications can be dispensed to a PHP/IOP patient for reasons including, but not limited to, the patient:
 - forgot to take their morning doses of medications;
 - forgot to bring their noon-time medications with them;
 - is unable to have their prescription filled in a timely manner;
 - has an immediate physical or psychiatric symptom that can be appropriately managed in the PHP/IOP setting with prn medication.
 3. Controlled substances must be picked up at the Pharmacy by an RN, APRN or MD. Any discarded controlled substances must be witnessed by an RN, APRN or MD.
 4. If the patient's medical complaints are more than episodic in nature, the patient will be referred for medical care.

PROCEDURE:

<u>ACTION</u>	<u>POINTS OF EMPHASIS</u>
1. MD/APRN orders medication based on assessed need.	
2. JDH Pharmacy requisition for medication is completed by the MD, APRN or RN and is faxed or hand-delivered to the JDH Pharmacy.	
3. Ordered medications (with the exception of controlled substances) may be delivered by Pharmacy staff to the unit or PHP/IOP staff member with proper ID may pick up medications in Pharmacy.	3. APRN or MD must pick up controlled substances in the Pharmacy.
4. After administration, the dose, frequency and quantity of medication are documented on the Medical Pharmacy Call Sheet.	4. If the medication is a controlled substance, the documentation forms required by Pharmacy are completed and faxed to the Pharmacy.

APPROVAL: Nursing Standards Committee

EFFECTIVE DATE: 7/87

REVISION DATES: 9/89, 9/90, 9/91, 9/92, 9/93, 8/94, 1/95, 11/97, 3/99, 2/00, 6/07, 6/08, 8/08, 10/08, 1/09