


<b>Name of Policy:</b> <u>Medication Management</u>						
<b>Policy Number:</b> 3364-160-SD-151						
<b>Department:</b> Psychiatry						
<b>Approving Officer:</b> Chief Executive Officer - UTMC						
<b>Responsible Agent:</b> Chair/Medical Director Department of Psychiatry  Administrative Director Department of Psychiatry						
<b>Scope:</b> OP-Clinic-Psychiatry		<b>Effective Date:</b> 06/18/2024  Initial Effective Date:				
<table border="0"> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input checked="" type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input type="checkbox"/> Major revision of existing policy</td> <td><input type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>			<input type="checkbox"/> New policy proposal	<input checked="" type="checkbox"/> Minor/technical revision of existing policy	<input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Reaffirmation of existing policy
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### (A) Policy Statement

When patients seek medication management services from the Department of Psychiatry, information will be made available to assist in the medication management process and prescriber will monitor the patients' response.

### (B) Purpose of Policy

To ensure patient medication management services are delivered in a safe manner.

### (C) Procedure

1. Prior to prescribing medication, the following information will be accessible:
  - a. Age
  - b. Sex
  - c. Diagnosis/conditions
  - d. Allergies
  - e. Sensitivities
  - f. Height and weight (when necessary)
  - g. Drug and alcohol use and abuse
  - h. Current medications
  - i. Pregnancy and lactation information (when necessary)
2. The prescriber will monitor side effects and effectiveness of the prescribed medication as reported by the individual served (and his/her guardian or family, when applicable).
3. The prescriber monitors the response of the individual served to his/her medications by taking into account information from the clinical/case record, relevant lab values, medication profile, and the individual's response and/or report.
4. When prescribed injectable medications are brought into the organization for administration the following occurs:
  - a. The name of the patient is verified against the label on the medication.
  - b. The packaging integrity is visually inspected to ensure package has not been tampered with, i.e., seal intact.
  - c. The name of the medication and dosage is compared against the order in the record.
  - d. Verify medication has not passed the expiration date.

- e. The medication itself will be viewed for discoloration, particulates, and other loss of integrity.
  - i. In the event there is concern with the medication integrity, the medication will not be given, and prescriber will be consulted.
- f. The provider will follow all standard documentation protocol for medication administration within the patient record, which includes but is not limited to the following: Administration location, medication NDC number/lot number, expiration date of medication, and any site/adverse reactions.
- g. Medication administration supplies will be disposed of properly per UPMC policy.

<p><b>Approved by:</b></p> <div style="margin-top: 20px;"> <u>/s/</u>  Rick Swaine, CPA  Chief Executive Officer, UTMCMC </div> <div style="text-align: right; margin-right: 20px;"><u>Date</u></div> <hr style="border: none; border-top: 1px solid black; height: 1px;"/> <div style="margin-top: 20px;"> <u>/s/</u>  Robert Smith, MD, PhD  Chair, Department of Psychiatry </div> <div style="text-align: right; margin-right: 20px;"><u>Date</u></div> <hr style="border: none; border-top: 1px solid black; height: 1px;"/> <div style="margin-top: 20px;"> <u>/s/</u>  Lindsey Eitniece, PharmD, BCPS, AAHIVP  Director of Pharmacy, Acute Care Services </div> <div style="text-align: right; margin-right: 20px;"><u>Date</u></div> <div style="margin-top: 80px;"> <i>Review/Revision Completed By: Department of Psychiatry Administration</i> </div>	<p><b>Review/Revision Date:</b> 07/06/2021 06/18/2024</p>
<b>Policies Superseded by This Policy:</b>	
<b>Next Review Date:</b> 06/18/2027	