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## POLICY

### Medication Management Services

BH004

#### PURPOSE:

To comply with the requirements Montana Administrative Rule: 37.106.1950

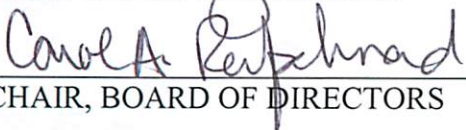
The Medication Management Program will:

- Make medication management services available to the clients it serves for medication needed to treat their mental illnesses;
- Be provided by licensed health care professionals, acting within the scope of their licenses, who are either employed by or contracted with Bullhook Community Health Center;
- Maintain a dated record of medication orders by the client's licensed health care professional in the client's clinical record;
- Document self-administration of medications by client
- Document administration of clients prescription and over-the counter medications by licensed health care professionals;
- Document adjusting dosages or prescriptions changes to include the rationale for the use of and changes in the client's medication
- Document the client's response to medication or dosage changes;
- Maintain a medication administration record for each client documenting medications and dosages prescribed, the client's compliance in taking proscribed medications, doses taken or not taken, any measure taken to obtain compliance, and the reason for omission of any scheduled dose of medication;
- Document any medication errors;
- Report and address in a timely manner, any medication errors and adverse drug reactions to the licensed health care professional who prescribed the client's medication, and to the program supervisor and medical director;
- Provide and document education about the effects, side effects, contraindications and management procedures of the client's medication;
- Provide a safe and secure storage of all medications;
- Provide refrigeration for medication segregated from food items, within the temperature range specified by the manufacturer for medication that requires refrigeration
- Store medications in the container dispensed by the pharmacy or in the container in which it was purchased in the case of over-the-counter medication, with the label intact and clearly legible.



CHIEF EXECUTIVE OFFICER

Date: 8-9-16



CHAIR, BOARD OF DIRECTORS

Date: 8-9-16

Date first adopted	08/08/2016
Date Revised/QI Board approval	07/27/2016
New date adopted/Board of Directors approval	08/08/2016