


GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER		
TITLE: Medication Use	POLICY NO: AD- PHARMA-04	Page 1 of 2
RESPONSIBILITY: Pharmacy, Outpatient Programs, Crisis Stabilization Unit, Detox Unit, & Residential Recovery Program		
APPROVED BY:  THERESA C. ARRIOLA, DIRECTOR	ORIGINAL DATE OF APPROVAL: 4/3/2018	
	LAST REVIEWED/REVISED: 9/20/19.	

PURPOSE:

To identify Guam Behavioral Health and Wellness Center (GBHWC) programs that use medication needed to promote recovery and to outline a process for consumers to obtain the medication needed to promote recovery or desired treatment outcomes.

POLICY

- A. GBHWC handles, prescribes, dispenses, and administers medications to its consumers. It maintains a Pharmacy in the main facility which stores and controls the dispensing of all needed psychiatric medication to its consumers in accordance with local rules and regulations and national laws and standards.
- B. The Pharmacist only dispenses medication for GBHWC consumers prescribed by GBHWC Psychiatrists or attending Physicians with GBHWC privileges.
- C. The following GBHWC programs administer medication to their consumers and/or allow self-administration of medication in their programs:
 - 1. Adult Mental Health Outpatient Program
 - 2. Children and Adolescent Services Division
 - 3. Crisis Stabilization Unit
 - 4. Detox Unit
 - 5. Residential Recovery Program
- D. Safe handling of medication such as proper preparation and labeling, transportation, and administration follows appropriate safeguards recommended by the American Society of Health-System Pharmacists, the National Institute of Health, and the Occupational Safety and Health Administration.

DEFINITIONS:

Medication Use: is the practice of handling, prescribing, dispensing, and/or administering medications to consumers in response to specific symptoms, behaviors, and conditions for which the use of medication is indicated and deemed efficacious. Medication use may include self-administration or be provided by personnel of GBHWC.

Medication Control: is identified as the process of physically controlling, transporting, storing, and disposing of medications, including those self-administered by the consumers.

Medication Prescribing: is evaluating, determining what agent is to be used by and giving direction to a consumer (or family or legal guardian).

Self-Administration for Adults in the Residential Recovery Program and in Crisis Stabilization Unit: The application of a medication (whether by injection, oral, inhalation or any other means) by the consumer to him/herself; and may include the Program/Unit storing the medication for the consumer, or may include staff handing the bottle or medication to the consumer, instructing or verbally prompting the person served to take the medication, coaching the consumer through the steps to ensure proper adherence, and closely observing the consumer self-administering.

RESPONSIBILITIES:

A. Pharmacist

1. Handles, controls, and dispenses medication in the main facility for all GBHWC consumers.
2. Checks accuracy, legibility, and completeness of the medication order or prescription.
3. Prepares all medication with proper labeling and handling.
4. Performs medication reconciliation and tracking.
5. Provides instructions to consumers when picking up their medication.

B. Psychiatrist

1. Prescribes appropriate psychiatric medication.
2. Conducts medication education to consumers.

C. Nurses

1. Conducts medication management training to all direct service staff.
2. Provides self-administration instructions to consumers.
3. Administers medication to consumers.
4. Performs medication reconciliation.

REFERENCE(S):

CARF International. (2017). Medication Use. In *Behavioral Health Standards Manual* (pp. 134-139).

REVIEW DATE(S): 04/03/2018



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REVIEW AND ENDORSEMENT CERTIFICATION

The signatories on this document acknowledge that they have reviewed and approved the following:

Policy Title: Medication Use

Policy No: AD-PHARMA-04

Initiated by: Pharmacy

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