



**Department of Juvenile Justice
Health Services Operating Procedure**

HSOP VOL IV – 4.3 – 3.08	Statutory Authority: Title 66 of the <u>Code of Virginia</u>
Subject: Self-Administered Medications	Regulations: 6VAC35-71-1070
	Board Policy: 12-001; 12-004; 12-005
	ACA # 4-JCF-4C-05; 4-JCF-4C-06; 4-JCF-4C-07; 4-JCF-4C-32; 4-JCF-4C-49 NCCHC # Y-D-01; Y-D-02; Y-E-12

3.08-1.0 PURPOSE

To ensure that self-administered medications are provided to residents as ordered and routinely monitored by health services staff.

3.08 -2.0 SCOPE

These procedures apply to all Juvenile Correctional Center (JCC) employees and staff assigned to the JCCs by other units, agencies, or departments.

3.08-3.0 DEFINITIONS

Health Services Staff – The staff at the JCC consisting of Licensed Practical Nurses, Registered Nurses, dental assistants, and providers who provide health services to residents.

Local Health Authority – The designated Registered Nurse (RN) (e.g., head nurse) who has been delegated the responsibility: for the management of all health services in the facility; including medical nursing, and dental; and for ensuring the quality and accessibility of all health care services provided to residents. Final medical judgments shall be the sole province of the Chief Physician.

Medical Department – The location at which the health services staff are located in the JCCs to provide health services to residents. The medical department may include nursing stations, examination rooms, infirmary, and dental office.

Medication Administration Record (MAR) – The form used to document, on a dose-by-dose basis, the administration of medications (including prescribed and over-the-counter), and any physical health treatments which have been ordered for an individual resident.

Provider – The Physician, Nurse Practitioner, Physician’s Assistant, or Dentist providing health services to residents.

Self-Administration – Permits responsible residents to carry and administer their provider approved own medication..

Special Housing – Temporary placement of a resident in a segregated housing unit (e.g., the IBRU) as designated by the facility or temporary assignment of a resident to a segregated status (e.g., Pre-Hearing Detention, Administrative Hold, Protective Custody).

3.08-4.0 PROCEDURES

3.08-4.1 Self-Administered Medications

1. Residents may be permitted to self-administer medications with the approval of the provider. The resident shall sign and date the Medication Administration Record (MAR) documenting receipt of the self-administered medication. The nurse shall educate the resident as to the appropriate use of the medication and possible side effects associated with the medication.
2. The medications shall be stored in the resident's tote. All of the medication shall remain with the packaging (i.e., the medication tube remains in the box).
3. Residents shall use medications as prescribed. Any misuse, abuse, or sharing of medications shall be referred to the provider, and if necessary, refer to the Classification Treatment Services Team (CTST) and address the behavior in accordance with SOP VOL IV-4.1-1.16 (Resident Discipline).
4. If a resident is transferred to another general population unit, the shift commander or designee shall ensure the resident's medication is transferred to the new unit with the resident's personal property in accordance with SOP VOL IV-4.1-1.14 (Resident Personal Property).
5. The shift commander shall ensure that all self-administered medications are returned to the medical department when a resident is temporarily assigned to special housing. The health services staff shall be informed of the resident's new housing unit location.
6. Empty medication packaging shall be returned to the medical department prior to the re-issuance of the new medication.
7. Psychotropic and controlled medications shall not be self-administered.

3.08-4.2 Work Education Release Program (WERP) Residents

Residents who are in WERP and require an asthma rescue inhaler shall be issued the inhaler when exiting the facility to keep on their person while at work or school. Upon the resident's return to the facility, the inhaler shall be secured by the security series staff conducting the search. The inhaler may either be maintained in a secure location in the WERP housing unit or be returned to the medical department.

3.08-5.0 RESPONSIBILITY

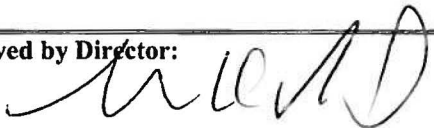


The Local Health Authority and Superintendent shall be responsible for implementing this procedure.

3.08-6.0 INTERPRETATION

The Health Services Administrator and Deputy Director of Operations shall be responsible for the interpretation and the exception approval to this procedure.

3.08-7.0 REVIEW DATE

This procedure shall remain in effect until rescinded or otherwise modified by the appropriate authority.

Approved by Director: 	Date: 9/10/2014
Approved by Health Administrator: 	Date: 9/5/14
Approved by Chief Physician: 	Date: 9/5/14
Effective Date: October 13, 2014	Office of Primary Responsibility: Health Services; Division of Operations
Supersedes: July 8, 2013	Forms: Medication Administration Record