



COUNTY OF MONTEREY HEALTH DEPARTMENT

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Administration Clinic Services Public Health
Behavioral Health Emergency Medical Services Public Administrator/Public Guardian
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Policy Number	731
Policy Title	Monterey County Medication Compliance for Narcotic Treatment Programs and Residential Programs
References	California Department of Health Care Services
Form	DMC ODS MD Review Tool
Effective	September 24 th , 2020

Purpose

It is the policy of the Behavioral Health Division to perform a compliance review for the safety and effectiveness of medication practices for narcotic treatment programs (NTP) and Drug Medical Organized Delivery System (DMC- ODS) residential treatment services.

Policy

For NTP, the following areas of medication practices shall be reviewed:

1. Organizational policy on medication practices
2. Evidence of staff training on medication practices
3. Procedure for ordering narcotic medications
4. Procedure for receiving narcotic medications
5. Procedure for dispensing and administering medication
6. Upkeep and adequacy of equipment used in dispensing medication
7. Record keeping for dispensing medication
8. Security of controlled substance stocks
9. Procedure for unsupervised use (take-home) medication

For DMC ODS Residential Programs, the following areas of medication practices shall be reviewed:

1. Organizational policy on medication practices
2. Evidence of training on medication practices
3. Procedure on the receipt and storage of medications
4. General procedure for access and consumption of medication
5. Specific procedure for access and consumption of controlled substances
6. General procedure or disposal of medication

26 7. Specific procedure or disposal of controlled substances

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28 **Procedure**

- 29 1. Medication practice compliance reviews will occur on an annual basis
30 2. Reviews will be performed by the Medical Director's designee
31 3. Reviews for NTP and residential facilities will occur on-site and use the attached tools
32 4. Staff will be trained in the use of medication practice compliance tools
33 5. Feedback will be given to programs in person at end of visit and in a written within a week of the review
34 6. Programs are expected to comply with any corrective action and show evidence of improvement in cited
35 areas
36 7. Corrective action plan may call for more frequent compliance reviews