

 <p style="text-align: center;"><b>County of Sacramento Department of Health Services Division of Primary Health Policy and Procedure</b></p>	Policy Issuer (Unit/Program)	<b>CHS-J</b>
	Policy Number	<b>D01-1438b</b>
	Effective Date	<b>08-12</b>
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Title: Personal Medications Brought into Youth Detention Facility (YDF)	Functional Area: Health Care Services and Support	
Approved By: Pamela Gandy-Rosemond, MSN RN CCHP Health Administrator Approved By: Scarlett Ong, BSN RN Clinic Manager		

**Policy:**

Youth Detention Facility (YDF) medical staff will collect, inventory, and appropriately store any current medications of an arrestee. Personal medications may not be used unless a physician has ordered their use. Return of personal medications to the youth (patient) at the time of discharge/release requires physician assessment and authorization.

**Procedures:**

**A. INTAKE**

1. If an arrestee arrives at YDF Booking with personal medications, the Intake Nurse will verify all current medications for correct name, dose, strength, and directions. Any non-current medications will be requested to be returned to the guardian or group home.
  - a. If the non-current medications cannot be immediately returned to the guardian or group home, Intake will bring the medications to the Clinic to inventory and log them in the "Private Medication Log." These medications will be labeled "Do Not Use", bagged separately from any current medications, and placed in the locked Private Medication cabinet.
2. All current medications will be logged into the "Private Medication Log" in the YDF clinic. Information will include: Intake date, resident's name, medication name, and quantity of pills received. A second nurse or pharmacist will verify this information and co-sign the entry.
  - a. If a medication is a Controlled Medication, a Narcotic Count Sheet will be created with the resident's name, Date of Birth, X-Ref number, medication name, directions, and starting count.
3. All current medications will need to be verified by the Pharmacy Department upon verification, the Pharmacy Department will place a "check" sticker on each medication container.
4. A note will be placed in the youth's chart by either the Pharmacy or nurse indicating "Private Meds in Patient's Pill Cart Cassette – Please check at release."
5. Current personal medications will only be placed in a resident's medication cassette for administration at YDF after a physician authorizes such with an order stating specifically the medication name, dose, strength, directions, and writes "OK to use private/personal meds."

## B. DURING INCARCERATION

1. Medication order changes
  - a. If a physician changes a medication or discontinues a medication that is personal, the nurse or pharmacist will pull that medication from the youth's (patient's) cassette.
  - b. The medication will be logged back into the "Private Med Log" by either the nurse or pharmacist and re-counted. A note in the log will record the date and that the medication is now discontinued.
  - c. The pharmacy will place an additional note in the chart indicating that at least one of their personal medications is now discontinued and located in the Private Medication cabinet.
2. Upon completion of a youth (patient's) personal medication(s) while incarcerated at YDF, the nurse or pharmacist shall remove the private medication note alert from the chart.

## C. DISCHARGE

1. At the time of discharge, a physician will compare the patient's current MAR/medication orders with any personal medications brought into YDF. The physician shall decide whether or not it is clinically appropriate to return the medications at that time.
  - a. The physician may authorize the return of all personal medications to the patient, as part of the written orders.
  - b. The physician may deny the return of specific medication by writing "Do Not Return \_\_\_\_\_", as part of the written discharge orders.
2. Any medication(s) to be returned to the patient will be counted and co-signed by two nurses, or a nurse and a pharmacist, and logged out of the "Private Medication Log" with the date.
3. The nurse will note the medication(s) returned at the bottom of the discharge form, along with the quantity and name of the medication(s).
4. Any medications not returned to the patient at discharge will be given to the pharmacy for destruction per Medical Waste Disposal P & P.

## D. PERSONAL MEDICATION USE

1. Personal medications may be used during incarceration under the following conditions:
  - a. A physician has ordered the medication for use.
  - b. The medication is stored in clearly-labeled, clean containers and not mixed with other medications.
  - c. The medication has been identified by the pharmacy or physician.
    1. Medications used during incarceration will be returned to a youth (patient) at release with a physician authorization.

**References:**

Title 15, Article 8, Section 1438

NCCHC, Y-D-01

[https://www.pharmacy.ca.gov/laws\\_regs/lawbook.pdf](https://www.pharmacy.ca.gov/laws_regs/lawbook.pdf)

**Attachments:**

N/A

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