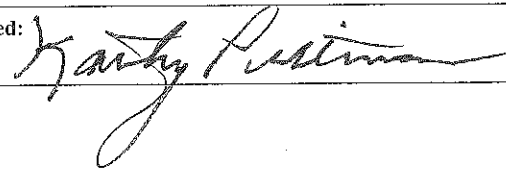


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES  
DIVISION OF YOUTH SERVICES  
JUVENILE INSTITUTIONS**

Subject: <b>Pharmaceutical Management</b>		Policy Number: <b>29</b>
Number of Pages: <b>3</b>		Section: <b>XI</b>
Attachments None	Related Standards & References ACA Juvenile Health Care Performance Based Standards: 4-JCF-4C-27, 4-JCF-4C-28, 4-JCF-4C-29, 4-JCF-4C-60	
Effective Date: 06/09/06 Revised Date: 03/01/07, 04/25/08, 05/01/11	Approved: 	

**I. POLICY**

It is the policy of the Mississippi Department of Human Services, Division of Youth Services, to provide pharmacy services as needed or appropriate to the youth population. These services shall be provided in compliance with all applicable state and federal regulations regarding the procurement, management, and security of all pharmaceuticals and the regulations regarding the prescribing and administering of all pharmaceuticals. (3-JCRF-4C-08, 4-JCF-4C-28) Under no circumstances shall stimulants, tranquilizers or psychotropic drugs be administered for purposes of discipline, security control or for purposes of experimental research. (4-JCF-4C-29)

**II. DEFINITIONS**

As used in this policy and procedure, the following definitions apply:

Automatic Stop Order - a practice that predetermines when a prescribed drug order is discontinued unless reordered by the physician.

Controlled Substance -- is any drug that falls in the schedule of I, II, III, IV or V medications of the Federal Food and Drug Act.

Open Formulary – The pre-scriber shall determine which medication is best suited to the youth's condition. There are no restrictions placed on the pre-scriber when choosing a medication.

Pre-scriber - Any health care professional that is authorized by his/her respective licensure to prescribe medications.

Terminal Distributor's License - The license, issued by the Mississippi State Board of Pharmacy to the responsible pharmacist which mandates compliance with all State and Federal laws regulating pharmacy practices and the distribution of medications.

Subject	Policy Number	Page
Pharmaceutical Management	XI.29	2 of 3

### III. PROCEDURE

- A. A contracted pharmacy provider shall serve as the primary supply source for pharmaceuticals and related medical supplies within MDYS.
- B. Refer to the following MDYS Policies:
- Medical and Dental Instruments and Sharps Management, XI.7
  - Pharmaceutical Prescribing, Procurement, Administration and Documentation, XI.30
  - Pharmaceutical Receipt, Storage, Inventory, and Disposal Management, XI.31
  - Use and Management of Psychotropic Medication, XI.32

These Policies are established by the Health Services Coordinator to minimally address the following: (4-JCF-4C-27, 4-JCF-4C-28, 4-JCF-4C-29)

1. An open formulary, as provided by the contract with the outside pharmaceutical company, will be the practice for the facility prescription practices:
  - a. The clinician will choose the best drug for the youth, substitution for
  - b. Therapeutic or generic equivalent will be with the clinician's permission.
  - c. Medications are prescribed only when clinically indicated as one facet of a program of therapy,
  - d. Medications are prescribed only by a physician or other health care practitioner licensed pursuant to federal and state law,
  - e. Automatic "stop order" time periods for all medications,
  - f. Psychotropic drugs, such as antipsychotic or antidepressants and other drugs used for psychiatric purposes, requiring parenteral administration are prescribed only by a physician and then only following a treatment plan. Such drugs are administered by the responsible physician or licensed nurse.
  - h. The prescribing practitioner reevaluates a prescription before its renewal.
2. Procedures for medication procurement, receipt, storage, dispensing, administration or distribution, and disposal. Refer to the following MDYS Policies:
  - Pharmaceutical Prescribing, Procurement, Administration and Documentation, XI.30
  - Pharmaceutical Receipt, Storage, Inventory, and Disposal Management, XI.31
3. Maximum security for storage of all medications, pharmaceuticals, and medical sharps, and periodic inventory of all controlled substances and syringes, needles, and other sharps. (4-JCF-4C-60M)
4. Administration of medication by persons licensed, properly trained and under the supervision of the Health Services Supervisor. Administration of medications shall be documented in a manner and on a form approved by the Health Services Coordinator.

<b>Subject</b>	<b>Policy Number</b>	<b>Page</b>
Pharmaceutical Management	XI.29	3 of 3

5. Accountability for administering medications in a timely manner and according to physician's orders.
- C. Licensing: the facility is responsible for maintaining the required Pharmacy Licenses. The facility must maintain a permit for the storage of controlled pharmaceuticals and a permit for the storage and security of controlled substances. The Health Services Supervisor shall maintain a current copy of all applicable licenses noting expiration dates.
  - D. The Health Services Coordinator shall revise this policy as necessary.