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<b>Title 1</b>	<b>Northern Lakes Policies</b>
<b>Part 106</b>	<b>Supports and Services – NLCMHA Provided and Contract</b>
<b>Subpart J</b>	<b>Mental Health Code Protected Recipient Rights</b>
<b>Policy No.</b>	<b>106.1033</b>
<b>Subject</b>	<b>Medication Errors/Adverse Drug Reactions (RR)</b>

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### **Applicability**

Policy applies to all Northern Lakes CMHA activities, operations and sites and to all workforce members except members of the governing body. Policy also applies to any Network Provider and its employees, volunteers, or agents that have elected to adopt and adhere to Northern Lakes CMHA policies and procedures pertaining to Recipient Rights under the terms of its Participating Provider Agreement.

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### **Policy and Procedure**

All medication errors and adverse drug reactions occurring related to medication prescribed or administered by Northern Lakes CMHA or its contracted providers shall be immediately identified and reported as follows:

- A. Reported to a psychiatrist or a registered nurse, and
- B. Documented in the recipient's record and,
- C. Recorded on an appropriate incident report form.

Medication errors may be identified when any of the following have occurred:

- A. An incorrect medication count, or
- B. A discrepancy between the prescription label, medication sheet and most recent Northern Lakes CMHA psychiatrist order, or
- C. A violation of the six "rights" of medication administration as follows:
  - 1. right person
  - 2. right medication
  - 3. right dosage
  - 4. right time
  - 5. right route
  - 6. right to refuse
- D. A contaminated medication is administered.

- E. An outdated medication is administered.
  - F. A medication was omitted.
  - G. Observation and/or recipient report of adverse/unusual response.
  - I. In the event of the administration of a contaminated or incorrect medication or dosage, and with the inability to contact the appropriate psychiatrist or registered nurse, contact Poison Control.
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## **Procedures**

None.

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**Adoption Date:** May 23, 2006

**Review Dates:**

June 8, 2009  
May 14, 2010  
March 27, 2012

**Revision Dates:**

August 31, 2010  
February 25, 2015  
April 25, 2018