

<b>POLICY OF STATE OF DELAWARE DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> C-05	<b>TOTAL PAGES</b> 2
	<b>RELATED NCCHC / ACA STANDARDS:</b> NCCHC: P-C-05 (Essential); J-C-05 (Essential) MH-C-05 (Essential), O-C-04 ACA: 5-ACI-6A-43 (Mandatory)	
<b>CHAPTER:</b> 11 BUREAU OF HEALTHCARE, SUBSTANCE ABUSE, AND MENTAL HEALTH SERVICES	<b>SUBJECT: Medication Administration Training</b>	
<b>APPROVED BY THE BUREAU CHIEF:</b> Deputy Chief, Michael Records (signature on file with BHSAMH)		
<b>APPROVED BY THE COMMISSIONER AND EFFECTIVE THIS DATE</b> Commissioner Monroe B. Hudson Jr. July 25, 2021 (signature on file with BHSAMH)		
<b>APPROVED FOR PUBLIC RELEASE</b>		

- I. **AUTHORITY:** 11 *Del. C.* §6536 Medical Care
- II. **PURPOSE:** To ensure that staff who administer or deliver medications (including opioid agonist treatment medication) are appropriately trained.
- III. **APPLICABILITY:** All Delaware Department of Correction (DDOC) employees and Contract Provider staff, offenders, and any outside healthcare provider servicing DDOC offenders.
- IV. **DEFINITIONS:** See Glossary
- V. **SUMMARY OF CHANGES:** This policy was updated to include language requiring personnel who administer or deliver opioid agonist treatment medication under the authority of the medication assisted treatment (MAT) program sponsor to be appropriately trained.
- VI. **POLICY:**
  - A. It is the policy of the DDOC that healthcare staff who administer or deliver prescription medication to offenders must be permitted to do so by state law and are appropriately trained.
  - B. It is the policy of the DDOC that personnel who administer or deliver opioid agonist treatment medication under the authority of the medication assisted treatment (MAT) program sponsor are appropriately trained.
  - C. This training must be approved by the responsible physician, or designee and the facility administrator, or designee at least annually.
  - D. The training program will protect the patients’ health by ensuring that staff are trained to ensure the following are accomplished each time medication is administered or delivered to a patient:
    - 1.Right patient
    - 2.Right medication
    - 3.Right dosage

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- 4.Right route
  - 5.Right time
  - 6.Right to refuse
  - 7.Right documentation
- E. The medication administration training shall include, but is not limited to, the following topics:
- 1.Security
  - 2.Accountability
  - 3.Common side effects, or risks, of medications
  - 4.Psychotropic and controlled substance security and accountability
  - 5.Phototoxicity
  - 6 Drug diversion (hoarding, selling, etc.)
  - 7.Changes to formulary
  - 8.Adherence to therapeutic regimens
  - 9.Overdoses
  10. Documentation of administration of medications.
- F. Documentation of completed training and testing must be maintained on file for all staff who administer or deliver medications (including opioid agonist treatment medication).
- G. The Contracted Medical Provider shall develop within 30 days of the effective date of this policy, a site-specific procedure for each Level 4 and Level 5 facility implementing this policy and coordinating the procedure with the Bureau of Healthcare, Substance Abuse, and Mental Health Services (BHSAMH).