LAPEER COUNTY COMMUNITY MENTAL HEALTH

Date Issued 11/19/2009
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CHAPTER Health/Medical	**CHAPTER** 03	**SECTION** 001	**SUBJECT** 15
SECTION Drugs and Medication	**DESCRIPTION** Medication Errors		
WRITTEN BY Doris L. Bryant, B.S.N. Agency Nurse	**REVISED BY** Tina Close, LLP, COO	**AUTHORIZED BY** Lauren Emmons, ACSW, CEO	

APPLICATION:

☒CMH Staff	☐Board Members	☒Provider Network	☒Employment Services Providers
☒Employment Services Provider Agencies	☒Independent Contractors	☒Students	☒Interns
☐Volunteers	☐Persons Served		

POLICY:

Lapeer County Community Mental Health ensures the health and well-being of persons served related to the management and follow-up of medication-related errors.

STANDARDS:

A. LCCMH will monitor areas of risk management involving medication errors.

B. The health and safety of persons served will be addressed immediately related to any medication errors.

C. Medication errors will be reported via Incident Reports in OASIS to appropriate supervisor and Recipient Rights Office.

D. Medication errors will be appropriately documented in the electronic health record.

E. Medication errors will be reviewed quarterly for identification of possible training needs and quality improvement opportunities for staff.

PROCEDURES:

A. When a medication error occurs, staff complete the following steps immediately:

1. When a person served has ingested medication in error, advise appropriate medical staff and supervisor, assess risk to person served and respond accordingly.

2. Report medication error to a nurse or a supervisor.

3. Notify prescriber as necessary and follow directives. If needed, call Poison Control (1-800-222-1222). Phone number is posted where CPR / choking posters are displayed.

4. Notify guardian and/or home staff as necessary.

5. Complete an incident report in OASIS.

6. Route Incident Report to Supervisor and Recipient Rights Office.

B. The LCCMH Clinical Case Review Committee will review medication error-related incident reports for trends related to training needs or quality improvement opportunities each quarter. This review will be forwarded to the Quality Council Committee for approval.

C. The following are not considered medication errors, but they do need to be attended to and reported following the same procedures as for reporting medication errors:

1. Any and all adverse reactions to medications observed by staff.

2. The incorrect dispensing of medication by a pharmacy, which would include the incorrect medication and/or incorrect dosage.

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SECTION Drugs and Medication		DESCRIPTION Medication Errors	

DEFINITIONS:

A medication error is defined as any of the following:

- Medications discovered on the floor, counter, medicine tray, or anywhere left unattended.
- Mistakes having been made in any of the following areas: person served, time, medication, dosage, and/or route.
- Medication cupboard left open and unattended, or key left in door or out in clear sight.
- Medications given by untrained staff.
- Administering medications not properly labeled or identifiable.
- Failure to initial medication sheet when meds are given.

TC:mgr

This policy supersedes
#11/09047 dated 11/19/2009.
