# Medication Use

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| TITLE: **Medication Handling** | POLICY NUMBER: **15.1** | EFFECTIVE DATE: **1/2026** |
| CARF REFERENCE: **Medication Use 2.E.1** | PAGE NUMBER: **1 of 1** | **Medication Use** |

## POLICY

It is the policy and procedure of Carolina Center for Recovery that all personnel directly involved with the safe management of the client's, to be trained, qualified, and credentialed dependent on the scope of involvement in the process of the medication management.

At Carolina Center for Recovery, the policy is that staff does not handle any medication.

Whenever possible, staff is to defer to the appropriate emergency services personnel administer emergency medications and/or emergency care.

## PROCEDURE

Any medication concerns will be directed to Carolina Center for Recovery's medical director.

| TITLE: **Information for Medication** | POLICY NUMBER: **15.2** | EFFECTIVE DATE: **1/2026** |
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| CARF REFERENCE: **Medication Use 2.E.4** | PAGE NUMBER: **1 of 1** | **Medication Use** |

**Policy**

To provide the process in which necessary information is obtained and accessible for all direct personnel involved in the observation and prescribing of the client's medication.

**Procedure**

Upon the client's admission to Carolina Center for Recovery, all necessary information is obtained and entered in KIPU (Facility EMR system).

All staff are provided access and trained in the EMR system in order to obtain pertinent information needed for the safe ordering of medication and observation of self-administration.

Medications may only be prescribed by Licensed Independent Practitioners. Licensed Independent Practitioners, obtain the following information during the admission process and place the information in the clients EHR:

- Name
- Age
- Date of Birth
- Allergies
- Sensitivities
- Weight
- Height
- Current Medications
- History of Substance(s) abused
- Diagnosis
- Laboratory results (when necessary)
- Pregnancy (when necessary)

| TITLE: **Medication Order** | POLICY NUMBER: **15.3** | EFFECTIVE DATE: **1/2020** |
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| CARF REFERENCE: **Medication Use 2.E.4, 2.E.6** | PAGE NUMBER: **1 of 1** | **Medication Use** |

**Policy:**

Carolina Center for Recovery designates the appropriate trained and competent staff in accordance with ordering, transcribing, and receiving medications.

**Procedure:**

The Medical Director is the only appointed individual to order Medication via phone to the designated pharmacy for dispensing and pick up by client.

A physician's/practitioner's verbal, written, or telephone order is required for ordering medication.

The order should include:

1. Date of Order
2. Name of Patient
3. MD name and dispensed date
4. Name of Medication
5. Dose of Medication
6. Route of Medication
7. Frequency of Medication
8. Amount of Medication

All orders should be documented in the medical progress note and within Carolina Center for Recovery's EMR system (KIPU)

Clients shall be educated on how to take medication appropriately, possible side effects or adverse reactions, and what to do in case of adverse reactions.

Accompanying the medication order should be supporting documentation as to why the medication is being prescribed and how it will assist the client achieving overall treatment plan goals.

Naloxone/Narcan is kept on-site at the facility in a secure location to be used by trained staff members in the event of an emergency.