



TITLE:	MEDICATION – UNAVAILABLE MEDICATIONS	POLICY 16.11
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Authority: WAC 388-IBA-2240

PURPOSE:

Provides guidelines when medications are unavailable.

SCOPE:

All nursing staff.

POLICY:

We strive to provide prescribed medications in a timeframe and in a manner that promotes health and welfare.

PROCEDURE:

1. All medications that are the responsibility of the facility will be re-ordered from the pharmacy at a pre-designated and negotiated timeframe with the pharmacy (due to insurance reimbursement requirements, medications cannot be ordered too early or the insurance will not cover the cost of the medications).
2. If, despite negotiations and plans set between the facility and the pharmacy, a medication is not available to a resident at a designated timeframe, the designated staff person will contact the pharmacy to determine when the medication will be delivered.
3. If the facility employs a licensed nurse, the designated staff person will contact the licensed nurse, who will evaluate the significance of the medication not being delivered to the resident on time and take the appropriate actions to ensure resident safety and welfare.
4. If the facility does not employ a licensed nurse, the designated staff will contact the prescriber of the medication.
 - a. The designated staff person will tell the prescriber that she or he is not a licensed nurse, and therefore cannot accept telephone orders; any orders must be faxed to the facility or called directly into the pharmacy.
 - b. The designated staff person accepts any directions from the prescriber that do not require



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- nursing judgment.
 - c. The incident is fully documented in the resident's health file, and the administration will take proper steps to ensure that medications are delivered in a timely manner.
5. If it is the resident's and/or responsible party's responsibility to obtain medications for the resident, the designated staff person will contact the resident/responsible party and explain concerns regarding medications being unavailable.
6. If, after talking with the resident/responsible party, it is discovered that the medication(s) will not be available to the resident in the timeframe needed, the designated staff person will follow steps listed above.

EXCEPTIONS:

No exceptions to this policy may be granted without the prior written approval of the Director.

SUPERCEDES:

None