

NORTHCARE NETWORK

POLICY TITLE: Psychotropic Medication Education & Consent	CATEGORY: Clinical Practices	
EFFECTIVE DATE: 2/1/12	BOARD APPROVAL DATE: 2/1/12	
REVIEW DATE: 6/30/22	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OTHER REVISION(S): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
RESPONSIBLE PARTY: Zakia Alavi, M.D., Medical Director	CEO APPROVAL DATE: 7/10/22 Tim Kangas, CEO	

APPLIES TO

All licensed medical staff, employed or under contract, prescribing and/or providing education to persons served/guardians regarding prescribed psychotropic medications, and medication consent(s).

POLICY

NorthCare Network requires each Network provider to have documented procedures addressing the education of the person served/guardian, and obtaining an informed consent for, each psychotropic medication prescribed by a Member CMHSP Psychiatrist/ Physician, Physician Assistant, and/or Nurse Practitioner.

PURPOSE

The purpose of this policy is to outline requirements for educating consumers/guardians about psychotropic medications and to secure proper medication consent(s).

DEFINITIONS

The following medication categories shall be considered psychotropic medications:

- Anti-anxiety agents
- Anti-cholinergic agents used in the treatment of movement disorders
- Anti-depressants
- Anti-psychotic agents
- Cognitive enhancers (to help prevent worsening of memory)
- Mood stabilizing agents
- Medications to treat ADHD
- Medications to treat Substance Use Disorders
- Sedatives/Hypnotic agents
- Other medications that affect brain activities associated with mental processes and behavior

REFERENCES

- NorthCare Network Psychotropic Medication Prescribing Policy
- MDHHS Site Review Protocols, D.3.2, Version 10/7/11
- Administrative Rules 330.2813, 330.7158
- Michigan Mental Health Code Chapter 7

HISTORY

REVISION DATE: 10/29/19, 8/6/21

REVIEW: 1/11/12, 1/4/13, 11/6/13, 11/7/14, 8/13/15, 6/8/16, 4/17/17, 2/26/18, 12/14/18, 10/29/19, 10/25/20, 8/6/21, 6/30/22

CEO APPROVAL: 1/30/13, 11/27/13, 11/7/14, 9/1/15, 8/17/16, 5/2/17, 2/27/18, 12/14/18, 11/12/19, 11/3/20, 9/7/21, 7/12/22

BOARD APPROVAL: 2/1/12

PROCEDURES

Informed medication consents must be obtained prior to medication prescription being filled. Before initiating a course of psychotropic drug treatment for persons served, the prescriber/ prescribing professional shall explain the specific risks to the person served or legal guardian and the most common adverse effects that have been associated with that medication prescribed for the person served. The education will actively involve the persons being served. Examples of education include: how the medication works, the risks associated with each medicine, the intended benefits, side effects, contraindications, appropriate knowledge of adverse interactions between multiple medications and food, risks associated with pregnancy, the importance of taking medications, alternatives to the use of medications, alternative medications, early signs of relapse, signs of nonadherence to medication prescriptions, potential drug reactions when combining prescription and nonprescription medications, including alcohol, tobacco, caffeine, illicit drugs, and alternative medications, and instructions on self-administration, when applicable, wellness management and recovery planning. It must be counter signed by the prescribing licensed health care professional to indicate medication education and information regarding desired outcomes, the use, side effects, precautions, storage, etc., was appropriately provided by a health care professional to the individual and/or their guardian.

Note: An informed consent must contain three elements: competency, knowledge, and given voluntarily. There should be an instruction that an individual is free to withdraw their consent, verbally or in writing, and discontinue the medication at any time without prejudice to the person served. If the person served refuses to sign the consent, the prescribing licensed health care professional must document that they did offer medication education and that the person served refused to sign medication consent.

- For persons served who are on an Assisted Outpatient Treatment order, please refer to the relevant court order.