

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.80.25	Page 1 of 3
	Original Effective Date: 12/21/11	New Effective Date: 04/08/24
	Supersedes: 500.80.25	Dated: 01/25/21
	Administrator's Approval: Sarah Cooper, Administrator – 03/08/24	
Required Posting or Restricted:		
<input checked="" type="checkbox"/> PIOC <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Medication Services		
Guidance Document: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

POLICY

The Division of Adult Institutions shall ensure medications are provided in a timely, safe and sufficient manner.

REFERENCES

Standards for Health Care in Prisons, National Commission on Correctional Health Care, 2018, P-D-02 – Medication Services

DAI Policy 500.10.27 – Continuous Quality Improvement Program

DAI Policy 500.80.03 – Medication Reconciliation – Continuation of Medication

DAI Policy 500.80.04 – Over the Counter Medications

DAI Policy 500.80.05 – Formulary – Approved Medications for Use

DAI Policy 500.80.15 – Transfer of Medication

Wis. Stat. s. 302.38 – Medical Care of Prisoners

Wis. Stat. s. 302.385 – Correctional Institution Health Care

DEFINITIONS, ACRONYMS AND FORMS

Administer - The direct application of a vaccine or a prescribed drug or device, whether by injection, ingestion or any other means, to the body of a PIOC by any of the following: an advanced care provider; or his or her authorized agent; a PIOC at the direction of an advanced care practitioner; or a pharmacist.

Agent – An authorized person who acts on behalf of or at the direction of another person

Advanced Care Provider (ACP) – Provider with prescribing authority.

CQI – Continuous Quality Improvement

Deliver - The actual constructive or attempted transfer of medication from one person to another. In the DOC, non-licensed staff may deliver medications to PIOC as assistance for self-administration. Staff who deliver medications may not be licensed as a Registered Nurse or Licensed Practical Nurse and are not supervised by the Health Services Manager. Medication delivery is not a delegated medical or nursing act.

HSU – Health Service Unit

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OTC – Over the Counter Medications

PIOC – Persons in Our Care

Responsible Physician – Designated physician who has final authority at a given facility regarding clinical issues.

PROCEDURES

I. General Guidelines

- A. Prescription medications are administered or delivered to the PIOC only on the order of an ACP. The facility shall have a procedure identifying the expected time frames from ordering to administration or delivery and a backup plan if the time frames cannot be met.
- B. OTC medications may be provided by the HSU as described in DAI Policy 500.80.04. OTCs obtained through HSU shall be documented in the healthcare record.
- C. The responsible physician determines prescriptive practices in the facility in accordance with DAI Policy 500.80.05.
- D. Medications are only prescribed when clinically indicated; (e.g., psychotropic and behavior-modifying medications are not used for disciplinary purposes).
- E. PIOC entering the facility on prescription medication shall continue to receive the medication in a timely fashion as described in DAI Policies 500.80.03 and 500.80.05 for intake admissions and by DAI Policies 500.80.03 and 500.80.15 for PIOC transfers, provided the medication is medically indicated. Acceptable alternative medication may be provided as medically indicated.
- F. The ordering ACP shall be notified of impending expiration of an order so the ACP can determine whether the medication is to be continued or altered.
- G. Periodic CQI review of medication services is required per DAI Policy 500.10.27.

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date:	DAI Policy Number: 500.80.25	Page 3 of 3
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 500 Health Services		
Subject: Medication Services		
Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES

DEFINITIONS, ACRONYMS AND FORMS

FACILITY PROCEDURE

I.

- A.
 - 1.
 - a.
- B.
- C.

II.

- A.
- B.
- C.