GUIDANCE DOCUMENT CERTIFICATION

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections §227.10 and §227.11 of the Wisconsin Statutes.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

Casey Gerber
Name of Individual Certifying this Document/Proposed Document

Director, Office of Juvenile Offender Review
Title

Casey Gerber
Signature

06/24/2019
Date Signed
SUBJECT: Misuse of Medication

Purpose
The purpose of this policy is to maintain a safe medication management system.

Policy
Misuse of medication is a safety concern to youth and the facility. Youth misusing medication shall be held accountable and cared for, and steps shall be taken to prevent future occurrences to ensure the safety of all youth and staff.

References
DJC Policy 500.08.11 Medication Management
Wisconsin Administrative Code 373.56- Misuse of Medication
Wisconsin Administrative Code 383.05- Voluntary treatment with psychotropic medication

Definitions, Acronym, and Forms
DOC-346 – Major Disciplinary Hearing
DOC-1843 – DJC Conduct Report
DOC-1846 – Incident Report-DJC
DOC – Department of Corrections
HSU – Health Services Unit
PSU – Psychological Service Unit

Procedure
1. During orientation to the Health Services Unit (HSU), HSU staff shall discuss with youth what it means to be responsible for taking his or her medication. For the youth this includes, but may not be not limited to:
   a. Taking the medication as prescribed.
   b. Following expectations to show the nurse that he/she ingested the medication after each medication administration occurrence.
   c. Communicating questions or concerns regarding a medication to HSU staff as they arise.
   d. The right to refuse medication unless a court order exists that mandates adherence to a particular prescription.

2. A youth may not possess or take medication except as properly prescribed for the youth and in the amount and manner authorized.

3. A youth may not distribute any medications, including any over-the-counter medications, to another youth.

4. Staff shall use precaution and close monitoring while administering/delivering medication to youth to minimize the potential for medication misuse.

5. When any youth who is found or suspected to be misusing medication, HSU staff shall promptly discuss the circumstance with the youth and document the occurrence in the health care record. The HSU staff shall notify an advanced care provider for any necessary orders for monitoring and/or changes in youth’s prescribed medication regimen.

6. HSU staff shall promptly notify the shift supervisor and PSU of the misuse or suspected misuse of medication.

7. When an advanced care provider is not on-site, after-hour medication misuse that is communicated to an on-call advanced care provider shall be flagged for prompt review by the prescribing advanced care provider on the next available on-site date.

8. An advanced care provider may promptly schedule a follow-up appointment with the youth or may decide to wait to review the occurrence with the youth after the completion of the DOC-346 by the hearing officer.

9. Involved health care staff shall complete a DOC 1846 succinctly describing the misuse of medication occurrence. Security staff shall complete a DOC 1843 for review/action by the hearing officer, incorporating any pertinent information from completed incident report(s).

10. Upon completion of the DOC-346 by the hearing officer, a copy shall be promptly forwarded to HSU for review by the prescribing advanced care provider.

11. HSU shall notify PSU if a medication is discontinued due to medication misuse. HSU shall also notify the parent/guardian.
12. When a youth is found, or suspected, to be misusing medication on more than one occurrence, a multi-disciplinary meeting shall occur to discuss the medication misuse circumstances and determine a safe, effective treatment plan for the involved youth.

13. The Superintendent, Regional Chief, or Director shall determine if a referral for prosecution is appropriate.

cc: Office of the Secretary
DJC Leadership Team
Division of Juvenile Corrections Facility/Region Implementation Procedure

Facility/Region:  
DJC Policy Number: 500.31.02  
Subject: Misuse of Medication  
New Effective Date: 4/12/2017  
Original Effective Date: 04/01/2003  
Will Implement: ☐ As Written ☐ With following procedures for facility implementation  
Superintendent's/Regional Chief’s Approval:  

REFERENCES

DEFINITIONS, ACRONYMS, AND FORMS

FACILITY PROCEDURE

I.  
   A.  
   B.  
       1.  
       2.  
           a.  
           b.  
           c.  
       3.  
   C.  

II.  

III.  

RESPONSIBILITY

I.  Staff

II. Youth

III. Other