

 <p style="text-align: center;">County of Sacramento Department of Health Services Division of Behavioral Health Services Policy and Procedure</p>	Policy Issuer (Unit/Program)	SUPT
	Policy Number	SUPT-03-09
	Effective Date	01-01-2018
	Revision Date	02-16-2021
Title: Drug Medi-Cal Organized Delivery System Medication Monitoring		Functional Area: Treatment
Approved By: (Signature on File) Signed version available upon request		
Lori Miller, LCSW Division Manager, Substance Use Prevention and Treatment Services		

BACKGROUND/CONTEXT:

Sacramento County Substance Use Prevention and Treatment (SUPT) Services contracted providers offer and prescribe medications, covered within the Drug Medi-Cal Organized Delivery System (DMC-ODS) formulary, to clients as medically necessary and in accordance with an individualized client treatment plan for a substance use disorder. SUPT delegates the management of medication monitoring to its contracted providers. As such, contracted providers are responsible for implementing their own internal processes to ensure consistent medication practices adhere to all State and Federal regulations. It is the expectation of SUPT that medication prescribers evaluate the benefits-to-risk ratio and identify accepted guidelines when prescribing medications. Furthermore, SUPT contracted providers are responsible for implementing mechanisms and adhering to standards of monitoring safety and effectiveness of medication practices while in compliance with the most current Sacramento County formulary.

Medication monitoring is a critical quality improvement function, intended to ensure the quality of substance use prevention and treatment for beneficiaries served by Sacramento County SUPT contracted providers.

DEFINITIONS:

Sacramento County Formulary: in accordance with the State of California Department of Health Care Services (DHCS) Intergovernmental Agreement with Sacramento County, the Formulary is a list of drugs updated regularly and believed to be a necessary part of a quality treatment program.

PURPOSE:

The purpose of this policy is to increase the effectiveness of medication use to reflect a high quality of care and reduce serious side effects such as abuse and dependency.

DETAILS:

Policy:

This policy is to inform SUPT staff and contracted providers of the standards for prescribing and monitoring the safety and effectiveness of medications used to treat Substance Use Disorder (SUD) conditions.

Procedure:

Sacramento County SUPT and Behavioral Health Services (BHS) Quality Management monitor all contracted SUD providers for appropriateness of policies and procedures and implementation in accordance with State and Federal requirements. Contracted providers shall comply with the Terms and Conditions set forth in the Agreement for Substance Use Disorders ("Agreement") contract with the County and Intergovernmental Agreement (IA).

A. Guidelines and Protocols

1. Each subcontracted provider will
 - a.) Develop and maintain SUD medication prescribing guidelines and protocols appropriate to their organization, based on the most current best practices or evidence-based information available for treating substance use disorders
 - b.) Be responsible for implementing mechanisms and adhering to standards monitoring the safety and effectiveness of medication practices
 - c.) Be responsible for implementing their own internal and/or subcontracted review process to ensure consistent medication practices adhere to all State and Federal regulations.
2. It is understood that such prescribing guidelines and protocols are not absolute, and the clinical condition of a client ultimately dictates the course of action to be followed by prescribers. However, the specific reason(s) for deviation from any guidelines or protocols should be clearly documented in a client's medical record.

B. Physical Examination and Medical Monitoring

1. Each subcontracted SUD provider will develop and maintain policies and procedures for physically and psychiatrically monitoring clients undergoing SUD treatment with medications.
2. Monitoring of individuals taking any SUD medication should be determined by the unique clinical situation and condition of the individual, including type of medication(s), health risk factors, duration of treatment, concurrent general medical conditions, concurrent mental health conditions, and associated medications and laboratory monitoring. All such activity and results shall be documented in the client's medical record.
3. Within 30 calendar days after admission, the physician will have conducted or reviewed physical examination outcomes completed within the 12 months prior to admission date.
4. Refusal to undergo a medical examination and/or appropriate medical monitoring is a special situation that must be addressed by the prescribing practitioner, including
 - a.) Risks and benefits of prescribing medication shall be discussed with the individual being treated.

- b.) The physiologic dangers inherent in this situation must be considered and the nature and outcomes of such deliberations must be clearly documented in the medical record.
- c.) Attempts to have the client obtain a physical examination need to be documented on the Treatment Plan and in the progress notes.

C. Informed Consent for Treatment with SUD Medications

1. Prescribing practitioners of contracted SUD providers must be licensed medical professionals with an active, unrestricted, non - expired license, and in good standing.
2. Prescribing practitioners shall follow the policies and procedures of their SUD organization, including reviewing medications with the client and obtaining signed informed consent for treatment with SUD medications.
3. All informed consent forms shall be maintained in a client's medical record as per agreement.

D. Monitoring and Quality Improvement

Each fiscal year, SUPT Contract Monitors and the Sacramento County Behavioral Health Services Quality Management team will review policies and procedures and identify the number of specific charts to be reviewed for each contracted provider agency.

1. Contracted Provider Monitoring

- a.) A review of each site's medication monitoring process, policies and procedures, will occur once per year at a minimum
 - i. The medication monitoring review will be in compliance with the most current formulary, as well as any other notices or memos issued by Sacramento County.
 - ii. All guidelines and protocols related to the use of SUD medications are incorporated into medication monitoring standards and procedures.
- b.) The chart review will respond to all items referenced on the chart review tool and include
 - i. A review of the safety and effectiveness of SUD medication services provided to beneficiaries receiving treatment at least annually either by chart audit or by review of reports regularly submitted to SUPT by the contracted provider.
 - ii. A review of the site's medication monitoring policies to verify practice elements are evident during the chart review.
 - iii. A review that existing methods of monitoring and quality improvement for each SUPT contractor was utilized where appropriate, including supervision, medication monitoring, peer review, and site visits.

2. Noncompliance

- a.) Contracted providers found to be out of compliance with the aforementioned guidelines will be further screened by SUPT Contract Monitor and Quality Management representative(s) and may result in more frequent site reviews
- b.) Noncompliance may result in a Corrective Action Plan

- c.) Monitoring Reports and Corrective Action Plans may be submitted to the Department of Health Care Services as part of the Annual Site Review process

REFERENCE(S)/ATTACHMENTS:

- Exhibit A, Attachment I, Information Requirements, County of Sacramento Intergovernmental Agreement
- Sacramento County Substance Use Disorder Treatment Practice Guidelines and Provider Procedure Manual
<https://dhs.saccounty.net/BHS/Documents/SUPT/GI-BHS-Sacramento-County-SUD-Treatment-Practice-Guidelines-and-Provider-Manual.pdf>
- Sacramento County Formulary
<https://dhs.saccounty.net/BHS/Documents/SUPT/GI-BHS-DMC-ODS-Medication-Assisted-Treatment%20Formulary.pdf>

RELATED POLICIES:

N/A

DISTRIBUTION:

Enter X	DL Name	Enter X	DL Name
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	SUPT County Counselors	X	SUPT Adult Treatment Providers
	SUPT Collaborative Courts	X	SUPT Youth Treatment Providers
X	SUPT System of Care		Advisory Board
	SUPT Administrative Support Staff		BHS Mental Health Services
	SUPT Options for Recovery	X	BHS Quality Management
	SUPT Proposition 36		

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