

	<b>Shasta County Health and Human Services Agency Mental Health Plan</b>	
	<b>Medication Monitoring – Adult and Children’s</b>	No. 01-2018
		Issue Date: 02/01/2024
		Last Revised: 01/01/2023
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### **Definitions**

For the purpose of this policy, the following definitions shall apply:

- **Adult:** An adult is described as an individual who is at least 21 years of age and receiving Shasta County Mental Health Plan (MHP) provided Specialty Mental Health Services (SMHS).
- **Youth:** A Youth is described as an individual who is up to 21 years of age and receiving Shasta County MHP provided SMHS.
- **Psychotropic Medication:** means those medications prescribed to affect the central nervous system to treat psychiatric disorders or illnesses. They may include, but are not limited to, anxiolytic agents, antidepressants, mood stabilizers, antipsychotic medications, anti-Parkinson agents, hypnotics, medications for dementia, and psychostimulants.

### **Purpose / Background**

The Shasta County Health and Human Service Agency (HHS), through its MHP Quality Management Department will perform quarterly random chart audits for medication practices on Adult and Youth clients receiving medication services pursuant to the Mental Health Plan agreement between Shasta County and the State Department of Health Care Services. Medication monitoring is performed to ensure the most effective treatment. Chart audits for medication services shall be conducted under the supervision of a person licensed to prescribe or dispense prescription drugs. Chart audits will monitor for the following areas:

- Medication rationale and dosage consistent with community standards
- Appropriate labs
- Consideration of physical health conditions
- Effectiveness of medication(s) prescribed
- Adverse drug reactions and/or side effects
- Evidence of informed consent
- Client adherence with prescribed medication and usage
- Client medication education and degree of client knowledge regarding management of medications.
- Adherence to state laws and guidelines

### **Policy**

Randomly selected unduplicated medication services will be audited with the use of Shasta County’s Medication Chart Review form. 1% of the program’s quarterly active caseload will be reviewed with a minimum of one chart reviewed per prescriber. The sample shall include representation from all psychiatrists who prescribe medications to Shasta County SMHS Clients, including organizational provider prescribers. Shasta County’s Medical Director will review the audit finding and perform any necessary

corrective actions needed to ensure safety and effectiveness of Shasta County’s medication practices of prescribing psychotropic medications. Psychiatrists may not review their own prescribing practices. It is the programs responsibility to assure that there is another psychiatrist to review the charts.

In Addition, Youth clients who receive psychotropic medications will be monitored to ensure that psychosocial interventions are provided in conjunction with any use of psychotropic medications, and that such medications are used only when medically necessary. The exception is when psychosocial interventions have been ineffective and are therefore terminated but continued use of medication is necessary to prevent the recurrence of symptoms.

JV220 procedures and guidelines on obtaining Medication Consents for Youth in foster care are located in the current Application for Psychotropic Medication (JV220) policies attached to the Children’s Medication Monitoring Screening Tool.

Medication Chart reviews will be completed by Quality Management with the appropriate program medication chart screening tool and procedure. Any deficiencies will be reported on the associated Medication Chart Review Feedback Form and forwarded to responsible Medical Director for review and feedback. Once Medical Director reviews, they will send forms to prescriber and prescriber’s program leadership for response to or actions taken as a result of recommendation. If deficiencies are identified with recommendations, prescribers will complete feedback form and return to QM within two weeks of receipt. Quality management will review all recommendations and responses/actions and determine if feedback loop is approved or disapproved. Disapproved feedback is forwarded to medical director for further action. Quality Management updates maintains audit results log to track trends and results.

**Authorization**

The above policy has been reviewed and is authorized for immediate implementation.

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