

Clean Acres Recovery Housing

Policy for Storing and Dispersing Medications

1. All medications for residents must be housed in the space determined appropriate by Clean Acres Staff and shall be in a secure locked drawer or cabinet.
2. All medications are to be stored according to manufacturer's recommendations.
3. Keys or combinations to locks for the medication area are to be under the control of authorized staff at all times.
4. Clean Acres Staff shall maintain an up-to-date individual record of all medications, including prescription and non-prescription medications, used by persons served.
5. All medications are to be checked periodically for expiration dates or deterioration. Should any medications be expired or appear to be deteriorating, the staff shall inform the resident of the concern and ask the resident to contact his prescribing physician.
6. Once per week, a responsible staff member shall oversee the dispersing of pills (or other dry medications as appropriate) by residents into pill boxes or appropriate containers in correct quantities to last for one week. Residents shall count and sort the medications in front of the designated staff person. Once the designated staff person checks accuracy of counts, the resident may take the weekly pill box to his room for the week and is expected to follow precisely all directions of his physician when taking the medications. Residents assume total responsibility for the pill boxes they keep in their rooms. Any liquids or refrigerated medications must be under the control of the Clean Acres Staff until appropriate times for dispensing such medications.
7. Each resident shall sign off on the medication sheet each time meds are dispersed to him for the week stating that he has received the appropriate numbers and dosages of medications for the week.
8. Clean Acres Staff shall not be responsible for the effects of residents' misuse of medications stored in their personal spaces. If, however, staff discovers abuse of prescription drugs, the Staff shall have the discretion to dismiss the resident from the program.
9. When a resident leaves Clean Acres, he/she is responsible for taking his medications with him. If he/she leaves unexpectedly, the medications that have been left shall be held for no more than three days. If the resident does not return or contact staff within three days to pick up his medications, the medications shall be disposed of appropriately.

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10. Clean Acres Staff reserves the right to maintain any resident's pill boxes in a locked, secure drawer or cabinet and require a resident to request medications daily. Such determinations shall be decided on a case-by-case basis at the discretion of the Staff.
11. Clean Acres Staff reserves the right to assess the drug prescriptions of any potential resident and refuse residency based on concerns about drugs prescribed. Such situations shall be decided on a case-by-case basis. If a drug or combination of drugs cause concern for Staff, the potential resident may seek alternative (and acceptable) drugs from his prescribing physician and be reconsidered for admission.
12. Clean Acres does not permit the use of Suboxone or Methodone.

I agree to adhere to the Clean Acres Medication Policy:

Signature: _____ Date: _____