



Effective Date of This Revision: January 9, 2009

Contact:	Medical Director 310-679-9126	Administration
-----------------	----------------------------------	----------------

Applies to:	<input type="checkbox"/> Officers	<input checked="" type="checkbox"/> Staff	<input checked="" type="checkbox"/> Student clinicians	<input checked="" type="checkbox"/> Volunteers
	<input type="checkbox"/> Other agents	<input type="checkbox"/> Visitors	<input checked="" type="checkbox"/> Contractors	<input type="checkbox"/> Subcontractors / Business Associates

PURPOSE:

The purpose of this document is to outline policy and procedures for reporting and documenting medication errors in the Detoxification Units of BHS's Chemical Dependency Recovery Hospitals.

POLICY:

To report and document medication errors in a uniform manner, nursing staff shall complete a Medication Error Report (form 01-023) for each occurrence.

PROCEDURES:

A medication error shall be defined as the occurrence of any of the following:

- Administration of the wrong dosage
- Administration of the drug via the wrong route
- Administration of the drug at the wrong time(s)
- Administration of an unordered drug
- A dose which is ordered but not administered
- A dose which was administered to the wrong person

The physician shall be notified as soon as it is practical after the discovery of the error. Physician assessment of the patient shall be included on the Medication Error Report.

A Medication Error Report shall be prepared by the person responsible for the error. If this person is not immediately available, the person discovering the error shall prepare the report. The completed form shall be submitted to the Director of Nursing. The person responsible for the error shall review the report at a later time and sign as a witness.

The Director of Nursing will present the Medication Error Reports at the Pharmacy and Therapeutics Committee. The Committee will discuss the Medication Error Reports to identify



Behavioral Health Services, Inc.

Subject: Detoxification – Chemical Dependency Recovery Hospitals Policy#: 4.5.14.13

Title: Medication Errors

Page 2 of 2

and recommend corrective actions. The Director of Nursing or the designated RN will provide additional training or take corrective action as necessary.

Detoxification - CDRHs	Medication Errors
Reviewed by:	Medical Director, Directors of Nursing
Approved by:	Board of Directors
Effective Date	1/09/2009
Supersedes Policy/Date:	4.5.15.11 (Number change only)

Policy # 4.5.14.13
Review Date: 1/09/2009
Approval Date: 1/09/2009