

Section: Medical Services
Policy: Informing Individuals of the Possible Side Effects of
Psychoactive Medications
Policy No: MS 01
Effective: 10/01/2002
Revised/Approved: 03/28/2017

POLICY: It is the policy of Community Counseling Services (CCS) that all people prescribed psychotropic drugs will receive an explanation of the possible side effects of those medications.

PURPOSE: To ensure that all people are informed of possible side effects of medication prescribed by staff medical personal.

PROCEDURE: When a CCS psychiatrist or psychiatric mental health nurse practitioner (PMHNP) prescribes any psychotropic drug, the psychiatrist/PMHNP shall explain at the time the medication is prescribed related side effects and what steps to take in the event that the listed side effects are present. Special attention shall be given to tardive dyskinesia, a serious side effect related to long-term use of anti-psychotic medications. The psychiatrist/PMHNP should document in the progress note that these side effects have been explained to the person.

Each time a Nursing Assessment is performed, the nurse shall ensure that the person is aware of possible side effects of the prescribed medication and whether or not the person is experiencing any related side effects. The nurse should document in the progress note that potential side effects were reviewed with the individual. If any side effects were noted, the nurse will document such on the Nursing Assessment progress note and bring to the attention of the prescribing provider.

Section:	Medical Services
Policy:	Psychiatric/Physician/PMHNP and Nursing Services
Policy No.:	MS 02
Effective:	03/22/2011
Revised/Approved:	03/28/2017

Policy: It is the policy of Community Counseling Services (CCS) to provide psychiatric/physician/PMHNP services and nursing services as needed/recommend during the course of treatment. Only a licensed health care professional can provide nursing care, medical services, or medication, in accordance with the criteria, standards, and practices set forth by the respective licensing entity.

Purpose: To ensure that people seeking mental health services can access psychiatric/physician/PMHNP and nursing services within a timely fashion, to determine appropriate care as outlined on the Individual Service Plan and if necessary, assessing the need for psychotropic medications.

Procedure: Psychiatric/physician/PMHNP and nursing services are medical services provided by medically trained staff to address medical conditions related to a person's mental illness or emotional disturbance. Medical services include medication evaluation and monitoring, nurse assessments, and medication injection. If indicated by the initial assessment, the following priority groups of individuals with serious mental illness, children/youth with serious emotional disturbance and people with an intellectual or developmental disability (if applicable) must be offered Psychiatric/Physician's Services within fourteen (14) days of the Initial Assessment unless the person states in writing, that he/she does not want to receive the service. For individuals in need of Psychiatric/Physician Services, an appointment for those services must be made and documented during the initial Biopsychosocial Assessment. Appointment cancellation or "no shows" must be documented in the person's case record.

- People discharged from an inpatient psychiatric facility
- People discharged from an institution
- People discharged or transferred from Crisis Residential Services
- People referred from Crisis Response Services

Services are provided in each county served by CCS on a pre-determined schedule either face-to-face or through telemedicine. If services are provided through telemedicine, the person will have to give consent to receive services through telemedicine. For people who do not fall within a priority group and are in need of psychiatric evaluation and/or medication evaluation and monitoring, an appointment will be scheduled for the next available appointment. If medication is needed prior to his/her scheduled appointment, the treatment team/targeted case manager will assist the person in trying to get interim support through their primary care physician.

Definitions

Medication Evaluation and Monitoring: The intentional face-to-face interaction between a physician or a nurse practitioner and a person for the purpose of assessing

the need for psychotropic medication, prescribing medications, and regular periodic monitoring of the medications prescribed for therapeutic effect and medical safety.

Nursing assessment: A service that takes place between a registered nurse and a person for the purpose of assessing extra-pyramidal symptoms, medication history, medical history, progress on medication, current symptoms, progress or lack thereof since last contact, and providing education to the individual and the family about the illness and the course of available treatment. Any time a nursing assessment is conducted, a progress note must be completed. Only a licensed health care professional can provide nursing care in accordance with the rules and regulations set forth by the Mississippi Board of Nursing. Nursing assessment and other medical services cannot be provided/billed at the same time.

Medication injection: The process of a licensed practical nurse, registered nurse, physician, or nurse practitioner injecting a person with prescribed psychotropic medication for the purpose of restoring, maintain or improving the individual's role performance and/or mental health status. When an injection is given, it should be documented in the progress note and will include the name of the medication, the NDC number, drug expiration, area of injection, amount of injection and the name of the prescribing doctor/nurse practitioner.