|  |  |  |
| --- | --- | --- |
| Management and Disposal of Controlled Substances in the Home | **Last Revision:** | June 2018 |
| **Last Reviewed:** | April 2019 |
| **Applies to the following THA group of companies:** | * Island Hospice * Island Health Care |
| **Included in the following THA Manual:** | Administrative Policies and Procedures  Provision of Care, Treatment and  Services |

**POLICY**

It is the policy of THA Group to manage all Controlled Substances and offer assistance for disposal of them properly when there is a change in prescription or because of death. The family and patient are given a copy of this policy in the Client Information and Admission Booklet at start of care.

**PROCEDURE**

Some medications require special handling and disposal. Controlled substances, such as pain medications and narcotics, should be disposed of differently than other medications. The following is THA Group’s policy on the management and disposal of controlled substances in the home.

1. THA Group staff maintains a current medication list and reconciles with actual medications in home each visit. THA Group Island Hospice staff maintains a current medication list in the home to include both covered and non-covered medications.
2. If a controlled substance is prescribed after start of care, the nurse reviews with the family and client the policy contained in the Admission Booklet
3. In the State of Georgia, The Island Hospice nurse offers to assist the family/care giver with disposal of medications according to recommended guidelines. [Management and Disposal of Controlled Substances in the Home form](file:///\\Tha-fs1\2006\Approved%20Forms%202015\_Island%20Hospice\Management%20and%20Disposal%20of%20Controlled%20Substances%20in%20the%20Home.pdf) will be completed and turned into the office whether the family requests assistance or chooses to retain the controlled substance. The form will be incorporated into the EHR.
4. **In the State of South Carolina, the Island Hospice nurse must dispose of any and all Controlled Substance of Schedule II, III, IV and V in the home with a witness present. The nurse must record the medication as well as the quantity of medication that was destroyed and obtain a witness signature to verify. This form will be incorporated into the EHR.**

[**PROPER DISPOSAL OF MEDICATIONS**](http://www.deadiversion.usdoj.gov/drug_disposal/index.html)<http://www.deadiversion.usdoj.gov/drug_disposal/index.html>