MORRIS HOSPITAL & HEALTHCARE CENTERS

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POLICY:	MEDICATION EXCHANGE – 300.33		
APPROVAL:	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
EFFECTIVE DATE: 9/1/2016	CURRENT REVIEW/REVISION DATE: 8/16	SUPERSEDES: N/A	ORIGINAL EFFECTIVE DATE: 08/16
DEPARTMENT SPECIFIC		EMERGENCY MANAGEMENT SYSTEM	

I. Purpose:

To provide a mechanism for a means for Morris Hospital Emergency Medical Services (EMS) System pre-hospital providers to exchange used, expired, or damaged medications.

II. Policy:

A. 1:1 Exchange

1. All medications utilized in pre-hospital patient care will be exchanged on a 1:1 basis. A Patient Care Report is required to replace or exchange any drugs or equipment.

2. To replace all medications utilized in pre-hospital patient care, the provider should request assistance from an emergency department nurse. The following information is required:

a. Pre-hospital provider

b. Completed Patient Care Report

c. Type and amount of supplies used

B. Soon-to-be Expired/Expired/Damaged Medications

1. All drugs, according to FDA, are dated with an expiration date on the outside of the box. If dated with month and year only, the drug will expire on the last day of indicated month (e.g., 10/05 expires 10/31/05.).

2. An EMS Drug Exchange form must be completed to exchange soon-to-be-expired or damaged medications thru the Morris Hospital Pharmacy, Monday through Friday, 0800-1600.

C. Refusal of Service

1. When there are medications used for pre-hospital care of a patient and the patient is a documented refusal of service, the following procedure must be followed:

2. Submit a completed Patient Care Report upon pick-up of medications

3. An EMS Drug Exchange form must be completed to exchange medications thru the Morris Hospital Pharmacy, Monday through Friday, 0800-1600.

4. All fluids and medication are to be maintained in a temperature controlled environment so that fluids and drugs are not exposed to extreme hot or cold temperatures. All drugs and fluids are to be secured at all times.

Approval:

Thomas J. Dohm **Date**
VP of Professional Services

Robin Stortz, RN **Date**
Manager of EMS