

Medication Policy & Procedure

Approved:	Approved by:	Policy No:
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Policy

This policy outlines the guidelines for of prescription medications for clients . The shelter has a responsibility to keep all prescription drugs locked cabinet. These medications should only be made available are prescribed. Clients are responsible to administer their own medications. The following is intended consistent approach to medication storage and distribution .

Procedure

Medications are the property of the client and therefore medication is the responsibility of the client.

- Medications will be in either a vial or dosette format, properly labelled with pharmacy, and physician.
- Each client's medication will be stored in an individual labelled bin within a drawer in the front office.
- There will be access to a refrigerator for storage of medications refrigeration.
- If staff or client notices errors to the dosette, return dosette to immediately.

Medical Office Policy Manual Examples

Tao Wei



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The Medical Office Policy Manual, 1996 Insurance Handbook for the Medical Office Marilyn Fordney, 2015-11-26

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Governing Policies Manual for Medical Practices Alys Novak, 1996-09. This indispensable policy development tool will help you streamline practice operations with detailed information and advice about board issues, including strategic planning, officers and committees, physician issues, including bioethics, compensation, disability, licensing, and physician recruitment, and business issues, including bad debt, business ethics, employee discounts, harassment, political contributions, and unfunded patients. Includes sample policies and a disk of generic policies to customize for your practice.

Insurance Handbook for the Medical Office - E-Book Marilyn Fordney, 2014-08-27. A complete guide to insurance billing and coding. Insurance Handbook for the Medical Office 13th

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Group Practice Personnel Policies Manual Courtney Price, PhD,1997 [Medical Office Administration - E-Book](#)

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