

**COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES □ CHILDREN'S MEDICAL SERVICES
(CMS) CHILD WELFARE PUBLIC HEALTH NURSING PROGRAM (CWPHNP)
POLICY AND PROCEDURE
NURSING**

CWPHNP

**POLICY #
CW - 3007**

**EFFECTIVE DATE
04-20-17**

**REVISED DATE
04/17/17**

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SUBJECT: PSYCHOTROPIC MEDICATION – ROLE OF THE PUBLIC HEALTH NURSE (PHN)

PURPOSE: To establish guidelines for the PHN when consulting with the Children's Social Worker (CSW) and Probation Officer (PO) pertaining to the oversight and monitoring of children/youth that are on psychotropic medication. The purpose of the Psychotropic Medication Authorization (PMA) Form is to provide a mechanism by which the Court is informed of the need for psychotropic medication and to obtain permission from the Court.

POLICY: The PHN will use the following procedures when consulting with the CSW and PO for the oversight and monitoring of children/youth that are on psychotropic medication.

PROCEDURE:

1. Upon receiving the PMA forms JV220A, JV220B, JV221, JV222, JV223, and/or JV224, the PHN will review for accuracy and confirm the juvenile court has authorized the psychotropic medication(s) the child is taking based on sufficient medical/psychiatric information.
2. The PHN will assess for the right name, right medication, right dosage, right frequency and right documentation.
3. If PMA was not approved, the PHN will review the form to determine the reason for the denial and enter the information into the child's Health Notebook/Health and Education Passport (HEP) and notify CSW and PO.
4. Review and enter the information contained on the PMA into Child Welfare Services/Case Management System (CWS/CMS) in the child's Health Notebook/Health and Education Passport (HEP), as per *Public Health Nurse Documentation Policy*.
5. Review and assess for the completion of laboratory tests, other screenings, evaluations, and assessments required to meet the *California Guidelines for the Use of Psychotropic Medication with Children and Youth in Foster Care*.
6. Review, interpret, and document as necessary, the results of laboratory tests, screenings, and evaluations for the purpose of care planning and coordination.
7. Consult/collaborate with Child Social Workers (CSW), Probation Officers, Caregivers, Providers, Courts, CHDP Pediatrician & Behavioral Health.

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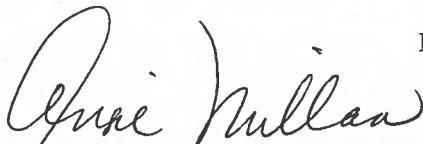
8. Provide psychotropic medication oversight and monitoring via phone contact with the child's caregivers or youth on all new and existing psychotropic medications to inquire about the child's/youth response to the medications, including adverse effects. Provide health education as needed.
9. Assist with referrals to the prescribing physician or other health care providers to ensure that any adverse effects are promptly addressed and brought to the attention of the social worker or probation officer.
10. Review medical records to assess the child/youth's progress in meeting the treatment plan as established by prescribing physician.
11. Provide consultation and education to social workers and probation officers as needed in the scheduling of periodic follow up visits with the prescribing physician, laboratory and other necessary health services.
12. If a child is placed out of county, the PHN will consult with the County of Placement CSW and PHN to assure the child receives appropriate care.
13. The PHN will document on Psychotropic Medications as per the CWPHN Instructional Manual and CWPHN Program Documentation Policy.

RESOURCE:

CWPHN Program Instructional Manual

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APPROVED:


CMS NURSING DIRECTOR

DATE:

7/3/17

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- F. Los Angeles County Children’s Medical Services- Health Care Program for Children in Foster Care, “**Psychotropic Drugs- Role of the PHN**”, December 30, 2014.
- G. Psychotropic Medication: Authorization, Review, and Monitoring for DCFS Supervised Children (DCFS Policy 0600-514.10)
- H. Public Health Nurse Documentation Policy
- I. 2016 California Rules of Court. Rule 5.640 Psychotropic Medications.
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