



**STATE OF MONTANA  
DEPARTMENT OF CORRECTIONS  
POLICY DIRECTIVE**

Policy No. DOC 4.5.52	Subject: <b>MENTAL HEALTH MEDICATION SERVICES</b>
Chapter 4: FACILITY/PROGRAM SERVICES	Page 1 of 2
Section 5: Clinical Services	Effective Date: 4/19/2021
Department Director Signature: /s/ Brian Gootkin	Revised:
Medical Director Signature: /s/ Dr. Paul Rees	
Clinical Services Division Administrator Signature: /s/ Connie Winner	

**I. POLICY**

The Department of Corrections will ensure that mental health medications are clinically appropriate and provided in a timely, safe, and sufficient manner.

**II. APPLICABILITY**

All Department of Corrections secure care facilities.

**III. DEFINITIONS**

**Responsible Mental Health Authority** – The Clinical Services Division Administrator that is tasked with ensuring the organization and delivery of health care in the facility.

**Responsible Mental Health Clinician** – The Clinical Services Division Mental Health Bureau Chief.

**Prescribing Clinician** – is a licensed individual authorized to write prescriptions.

**IV. DEPARTMENT DIRECTIVES**

**A. General Requirements**

1. The responsible mental health authority will monitor medication services to identify and resolve causes of delay and discontinuity.
2. The responsible mental health clinician will determine prescribing practices for psychotropic medications in the facility.
3. Medications are prescribed only when clinically indicated.

**B. Psychotropic Medications**

1. Psychotropic medications are administered or delivered to the patient only on the order of an individual legally authorized to prescribe according to the requirements of the jurisdiction, such as a prescribing clinician.

2. Psychotropic medications are delivered in a timely fashion. Facilities must identify the expected time frames from ordering to delivery and have contingencies in place if delivery time frames cannot be met.
3. Offenders entering the facility on verifiable (e.g., a prescription from a community provider) prescription medication continue to receive the medication in a timely fashion as prescribed, or acceptable alternate medications are provided as clinically indicated.
4. Offenders entering the facility with a prescription that cannot be verified should be evaluated by facility health staff or a Prescribing Clinician for the appropriateness of the prescription medication.
5. The prescribing clinician is notified of the impending expiration of an order so that the clinician can determine whether the drug administration is to be continued or altered.
6. Psychotropic and behavior modifying medications are not used for disciplinary purposes.
7. Health and custody staff are trained on the potential negative side effects of medications, particularly psychotropics.

## **V. CLOSING**

Questions concerning this policy should be directed to the Clinical Services Division Administrator.

## **VI. REFERENCES**

*A. MH-D-02; National Commission on Mental Health Services in Correctional Facilities, 2015*

## **VII. ATTACHMENTS**

None