

San Diego County Sheriff's Department Detention Services Bureau – Manual of Policies and Procedures

DATE:	MAY 27, 2022
NUMBER:	M.19
SUBJECT:	EMERGENCY MEDICATION ADMINISTRATION
RELATED SECTIONS:	MSD.D.1

PURPOSE

To establish guidelines governing the administration of essential medication to inmates by sworn personnel in emergency situations.

POLICY

In the event health staff shortages or other emergency situations exist, as declared by the Sheriff's Responsible Health Authority (RHA) or designee, the following options are available:

- (1) Sworn staff may deliver medication.
- (2) Health staff may issue 24-hour doses of medications for self-administration.

PROCEDURE

I. Sworn staff administration

- A. Sworn staff is authorized to administer inmate medications that have been packaged, labeled, and prescribed by the detention facility health staff. The package shall be labeled with:
 - 1. The name of the incarcerated person for whom the medication is prescribed.
 - 2. The incarcerated person's booking number.
 - 3. The location of the incarcerated person.
 - 4. Special conditions/directions.
- B. When administering medication to an incarcerated person, sworn staff shall verify the incarcerated person's identity by checking their wristband.
- C. Sworn staff shall observe and verify the incarcerated person consumed the medication.
- D. If the medication provided for the incarcerated person is not administered, it shall be returned to the facility dispensary with an explanation (e.g., at court, refused, transferred) and sworn staff must have a Refusal to Accept Medical Care/Treatment (J-223) form signed by the incarcerated person (if appropriate).

II. Health Staff Administration

- A. Health staff may be allowed to deliver a 24-hour dose of medication for self-administration to incarcerated persons in the event of an emergency as defined by the RHA or designee.

- B. The 24 -hour supply of medication shall be delivered to the incarcerated person in a properly labeled package, to include the name of the incarcerated individual for whom the drug is prescribed, the booking number and the location of the incarcerated person.
- C. "Watch take" medications shall not be delivered for self-administration.

III. Record Keeping

- A. When sworn staff administers the medication(s) they shall return all medication packages to health staff so they can document the distribution accurately in the incarcerated person's health record health record.
- B. Sworn staff shall log the time the medication was administered and the deputy's ARJIS number in the Jail Information Management System (JIMS) utilizing the drop-down "PHAR" in the incarcerated person's" History."