



Medication Administration

In order to maintain the safety of its consumers, the Great Lakes Center for Autism Treatment and Research Outpatient program (GLC-OP) has enacted the following procedures in regards to medication administration.

It is safest and best for children to receive medication at home.

1. Before assuming the responsibility for administering medications at the center, GLC-OP requires clear, accurate, written instructions and confirmation from a doctor of the client's need for medication while in GLC-OP's care.
2. Over the counter and herbal remedies must also have a doctor's note and instructions.
3. When medications are required during the hours that a consumer spends at GLC-OP, a Medication Administration Form for EACH medication must be completed regarding all aspects of administration.

Labeling and Storing Medication

All prescribed and over the counter medications brought to GLC-OP must be:

1. Dated and kept in the original container
2. Labeled with the client's first and last name, name of the healthcare provider, expiration date, name and strength of medicine.
3. Stored with manufacturer's instructions or prescription label with specific, legible instructions for administration, storage, and disposal.
4. Kept in locked medical storage.

Employees must be trained in county medication passing before they can pass medication.