



PRESCRIBED MEDICATION POLICY

DOCUMENT 07: VERSION 1.5

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OVERVIEW

Sunstone believes that residents should have reasonable access to their medications while living in recovery housing. Our intention is to assist the residents of Sunstone in developing and maintaining personal responsibility of medication management.

RESIDENT COMPLIANCE

The resident understands and agrees to:

1. Sunstone staff performing an initial medication count and documenting all prescribed medications at the time of intake.
2. Placement of all prescribed medications in their designated lockbox within 2 hours of returning to Sunstone property with any refill or new prescription.
3. Sunstone reserving the right to search, count and verify the contents of any medication lockbox at any time for any reason without notification or explanation.
4. Administer medication only as prescribed and to remain compliant with their medication at all times.
5. Store all prescribed medications in the designated lockbox. No medications whatsoever should be stored in a resident bedroom, backpack, personal purse or other area while a Sunstone resident.
6. Only storing prescribed medications in the lockbox; All other personal items or items of value should be stored in their residential locker.
7. Sunstone residents can be prescribed the following medications: Buprenorphine, Naltrexone, Methadone & Gabapentin.
8. Sunstone residents CANNOT be prescribed the following medications: Benzodiazepine, Muscle Relaxants, Opiates, Sedatives and Tranquilizers other than those listed above (Bullet #8).

POLICY GUIDELINES

1. The resident shall NOT store any illegal items in the lockbox or the residential lockers. Potential consequences for doing so include notification of law enforcement and dismissal from Sunstone.
2. The Medication Lockbox Vestibule is under 24-hour recorded video surveillance for compliance and safety purposes.
3. Resident are permitted to ONLY access their own prescribed medication lockbox.

4. Resident should never, under any circumstances, access another resident's medication lockbox.
5. While in the Medication Lockbox Vestibule, the resident agrees to clearly show their actions on the video monitor for safety and compliance purposes.
6. A resident should NEVER enter the Medication Lockbox Vestibule while another resident is present and has their individual lockbox open.
7. A resident should NEVER ask another resident or individual to access their lockbox or the lockbox of any other resident.
8. In the event that a resident is unable to return to the Sunstone property for any reason, accommodations will be made by the Executive Director to ensure the resident is able to retrieve their medication.
9. The Medication Lockbox Vestibule is accessible during office hours, Monday through Friday 8 am to 5 pm. Residents access their medication each morning and those who take additional doses outside of office hours (i.e. evenings and weekends) document the doses they are taking home. Residents are required to place their take home medications in their personal locker, secured with a combination lock.
10. The resident should NEVER provide their access code to anyone for any reason at any time. Sunstone staff have access at all times and do not require the resident's access code.
11. The resident should NEVER have their prescribed medication accessible to others and it should ALWAYS be stored in the lockbox.
12. To ensure compliance, the resident should maintain a medication log documenting what day and time they entered the Medication Lockbox Vestibule; Document the date, and if a resident is taking their medication at the office at that time, they should document the time. However, if a resident is taking a dose home, they should write "take home" in the box. Finally, they should initial each entry on the log, agreeing they took their medication as prescribed.
13. During the week, without prior approval from staff, residents may not sign out more than 24 hours of medication.
14. Residents must notify staff every time they are prescribed new medication and they must document the change in medication as well.
15. The medication prescriber should be contacted for any issues regarding medication specific questions. Sunstone staff have neither the responsibility nor the expertise to assist residents with their medication questions.
16. Sunstone is ONLY responsible for providing safe and secure storage of prescribed medication for self-administration. Sunstone is not a medical practitioner or

treatment facility. Sunstone has no prescribing capabilities or influence over medication changes in any way for any reason.

17. The resident should NEVER give any other Sunstone resident any prescribed or illegal medication or substance for any reason.
18. Only at the time of move-out is the resident authorized to remove all contents of their lockbox from the Medication Lockbox Vestibule. To ensure safety and compliance, this should be the last step the resident takes at the time of departure.
19. Violation of any of the items mentioned above can result in serious consequences, including immediate eviction and law enforcement involvement.

ACKNOWLEDGEMENT

As a Sunstone resident, in order to be in compliance and maintain prescribed medication on the premises, I agree to all the items listed above.

I, _____ agree to Sunstone's Prescribed Medication Policy.

Signature of Resident

____/____/____
Date

Signature of Sunstone Representative

____/____/____
Date