



1. Purpose

This Procedure outlines the process to ensure the safe management of medication by the West Coast District Health Board (WCDHB) Child and Adolescent Mental Health Service (CAMHS), in accordance with best practice & all regulatory requirements

2. Application

This Procedure is to be followed by all WCDHB MHS applies to all Psychiatrists and other CAMHS Staff as applicable

3. Definitions

There are no definitions associated with this Procedure.

4. Responsibilities

For the purposes of this procedure

Psychiatrists are required to

- Assess & prescribe medications requiring special authority and/or SSRI & other medications
- Review as necessary
- Communicate continuation of prescribing & monitoring requirements to the GP post discharge from CAMHS, including how long the client should ideally remain on the medication

Case Managers are required to

- Assist in monitoring for side effects
- Arrange follow up/choice appointments as needed

5. Resources Required

This Procedure requires no specific resources

6. Process

1.00 RITALIN/RUBIFEN

1.01 Following assessment CAMHS Psychiatrist is to apply for special authority.

1.02 When this is approved he/she is to prescribe dosage according to indicated height/weight (eg 30kg=20mg dosage. Maximum 1mg per kg.) for an initial period of one month, when a review is to be done.

1.03 CAMHS Case Manager is to monitor any side effects throughout all contacts

1.04 Continue medication if appropriate, with 3/12 monthly pick-ups and reviews with the psychiatrist.

1.05 Special authority review after two years is arranged by a choice appointment with the psychiatrist (arranged by case manager or requested by GP if client has been discharged)



- 1.06 Discharge may occur while the client is still taking the medication, but CAMHS therapeutic interventions have been completed. The psychiatrist is to communicate prescribing and monitoring requirements by letter (including the date of the special authority two year review) to the GP.

2.00 SSIR and other Medications

- 2.01 Following assessment the CAMHS Psychiatrist is to prescribe appropriate medication and to make an appointment for a follow up.
- 2.02 The CAMHS Case Manager is to monitor any side effects throughout all contacts.
- 2.03 At the follow up review by psychiatrist, may continue, alter or stop medication.
- 2.04 If medication is continued 3/12 reviews will occur with the psychiatrist, and CAMHS therapeutic intervention and monitoring is ongoing
- 2.05 Discharge may occur while the client is still taking the medication, but CAMHS therapeutic interventions have been completed. The psychiatrist is to communicate with the GP in writing, the prescribing and monitoring requirements (including the process for withdrawal from medication).

7. Precautions And Considerations

- ➔ Certain medications should remain the responsibility of the CAMHS psychiatrist, particularly Clozapine and ordinarily antipsychotic medications

8. References

- Health & Disability Sector Standards NZS 8134:2008
- Code of Health and Disability Services Consumers' Rights (1995)
- Health Act (1956)
- Hospitals Act (1957)
- Hospitals Regulations (1993)
- Medicines Act (1981)
- Medicines Regulations (1984)
- Misuse of Drug Regulations (1977)
- Misuse of Drugs Act (1975)



CAMHS Safe Medication Procedure

Procedure Number

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Version Nos:

2

9. Related Documents

- WCDHB MHS Service Provision Framework
- WCDHB Accident/Incident Reporting Procedure
- WCDHB Clinical Documentation Procedure
- WCDHB Informed Consent Procedure
- WCDHB Medication Policy
- WCDHB Prescribing Procedure

Revision History	Version:	2
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