

# **PROHEALTH PARTNERS POLICIES AND PROCEDURES FOR CONTROLLED SUBSTANCES**

*(for recurrent pain medications without obvious diagnosis, particularly C2, C3, C4)*

## **A. Requirements for writing controlled substances:**

- 1. An appropriate good faith effort prior examination and medical indication is required by law**

It is **recommended** that you also do the following:

1. Run patient activity report (PAR) through DOJ program website (Argus will facilitate enrollment in this program)
2. Have in place a Pain Management (PM) contract with patient to be reviewed and updated every 6 months
3. Scheduled drug testing per terms of the PM contract
4. Do an assessment using Screener and Opioid Assessment for Patients With Pain "SOAPP" /Opioid Risk Tool "ORT" of whether patient is Low Risk, Moderate Risk or High Risk

## **B. Requirement for Controlled substance prescription pads:**

- 1. Only order controlled substance prescriptions pads from the approved ProHealth vendor, Medical Printing Service (MPS)**
- 2. Keep the prescription pads in a locked cabinet or drawer (except for those carried on your person)**
- 3. Inventory the pads monthly**

It is **recommended** that you also do the following:

- 1) Only write controlled substance prescriptions on security pads
- 2) If single or duplicate pads; Keep a copy of ALL controlled substance Rxs written, in a binder available for site audit by Risk management
- 3) Leave the duplicate copy in the pad, reference the tracking number in the patient chart along with the prescribed drug(s) and quantity

## **C. Requirement for Controlled substance inventory:**

- 1. Weekly or Monthly accounting of inventory ordered and dispensed**