

Washtenaw County Community Mental Health

SAMPLE MEDICATION – (procedure)

WHO	DOES WHAT
Prescriber staff	<ul style="list-style-type: none"> ▪ Meets with representatives of pharmaceutical companies and signs for sample medication/vouchers ▪ Identifies consumers eligible for use of samples/vouchers for clinical trial
Nursing staff	<ul style="list-style-type: none"> ▪ Accepts and logs into the CMH designated area sample medications &/or vouchers ▪ Documents medication name, dose, quantity, lot number and expiration date. ▪ Logs out sample medication/vouchers identifying recipient, medical record number and medication quantity received. ▪ Completes an inventory sample/voucher supply and disposes of all expired medication and vouchers in designated medication waste containers every 3 months. ▪ Obtains requested samples for recipients within 24 hours of request, or on next business day. ▪ Informs prescribers of needed sample inventory ▪ Coordinates with Integrated Health Sites when samples are needed by a CMH recipient served at alternative setting. ▪ Assists recipients in completing applications for Patient Assistance Programs
Clinical Team	<ul style="list-style-type: none"> ▪ Identifies recipients who are eligible for use of samples/vouchers for financial reasons ▪ Requests that nursing staff obtain and log out needed samples. ▪ Assists recipients in completing applications for Patient Assistance Programs

