



# Controlled Medications



**BEACON**  
Specialized Living

# What is a Controlled Substance

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“A drug or other **substance** that is tightly **controlled** by the government because it may be abused or cause addiction. The **control** applies to the way the **substance** is made, used, handled, stored, and distributed. **Controlled substances** include opioids, stimulants, depressants, hallucinogens, and anabolic steroids.” a **HIGH RISK** for abuse!

# How do we monitor Controlled Substances?

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- **Controlled Substances are closely monitored within the homes.**
- **The DMA on shift is responsible for the controlled substances in the home. and must always keep the DMA keys on their person.**
- **MUST complete a medication count from shift to shift OR any time the keys are being exchanged!**





During shift change, the incoming DMA staff and the outgoing DMA staff must complete a full controlled substance count together.

DMA staff should always verify the count themselves, and never trust without verification.

Once the DMA staff signs the count sheet, they are responsible for these medications.



### Daily Controlled Medication Chart

Facility/Home: Testing Location Resident Name: Noah Mistakes

Name of Medication: Klonopin 1mg (clonazepam) Initial Count: 30

Name of Person Giving	Date	Time	Amount on Hand	Amount Given	Amount Remaining	AM Staff Initials	PM Staff Initials	
Shift Change	12/14/20	8:00am	30	0	30	DD	MM	1
								2
								3
								4
								5

# Controlled Medication Count – Shift Change



When administering a controlled medication, complete the controlled medication count.

Fill out the Amount on Hand, Amount Given, and Amount Remaining.

When administering controlled medications, only the DMA must initial.



### Daily Controlled Medication Chart

Facility/Home: Testing Location Resident Name: Noah Mistakes

Name of Medication: Klonopin 1mg (clonazepam) Initial Count: 30

Name of Person Giving	Date	Time	Amount on Hand	Amount Given	Amount Remaining	AM Staff Initials	PM Staff Initials	
Shift Change	12/14/20	8:00am	30	0	30	DD	MM	1
Daisy Duck	12/14/20	4:00pm	30	1	29	DD		2
								3
								4
								5

# Controlled Medication Count – Administration



# What if the Count is Off?

If the Controlled Substance Count is off, staff must alert the Home Manager and Medical immediately.

Staff cannot leave the home until the medications have been found.

Often, it is due to a documentation error. Compare the Count Sheet to the eMAR and look for any undocumented medication passes.





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