



**POLICY AND PROCEDURE  
ORDERING AND ADMINISTERING CONTROLLED MEDICATION  
NO NARCOTIC POLICY**

- I. ORDERING OF CONTROLLED MEDICATION
- A. The facility, as a general rule, will not order or administer controlled substances for detainees. Alternatives to controlled substances will first be considered when choosing a medication for pain, headache, or cough. Ultram, Anaprox, Naproxen, and Ibuprofen (several strengths) are possible non-narcotic pain-relieving choices. In the case of cough, alternatives might include Robitussin, Robitussin DM, or Phenergan Expectorant (without Codeine).
- B. When situations arise that the physician needs to prescribe a controlled medication, he will obtain the approval of the jail administrator. Strict documentation of each dose administered and a "running" inventory will be kept for each drug on the controlled substances inventory sheet supplied by the pharmacy. The staff will take special attention towards the medication being properly ingested so that possible improper use of the drug by the detainee does not occur at a later time.
- II. EXAMPLES OF COMMONLY-USED CONTROLLED SUBSTANCES THAT WILL NOT BE ADMINISTERED:
- A. Class II – Demerol, Percocet, Percotan, Ritalin, Tylox, MS Contin, Oxycontin
- B. Class III – Vicodin, Lorcet, Lortab, Tylenol with Codeine
- C. Class IV – Darvocet, Xanax, Ativan, Ambien, Librium, Valium, Soma, Soma Compound, Phenobarbital, Restoril
- D. Class V – Novahistine DH, Phenergan with Codeine
- III. DESTRUCTION OF NARCOTICS BROUGHT INTO THE FACILITY BY AN INMATE:
- A. If an inmate brings narcotics into the facility which have not been prescribed by the site Physician, they will be placed in the medical unit's locking narcotic box as inmate property. Once the inmate leaves the facility, the narcotics may be released with him/her as personal property. Should an inmate fail to receive the narcotics upon their release, and do not claim them within 5 days of release, the narcotics will be destroyed by medical staff under acceptable State standards.