


**DEPARTMENT OF HEALTH  
WASHINGTON STATE BOARD OF NURSING  
PROCEDURE**

<b>Title:</b>	Medication Use	<b>Number:</b> W40.03
<b>Reference:</b>	<p><a href="#">RCW 18.130.160</a> - Finding of unprofessional conduct—Orders—Sanctions—Stay—Costs—Stipulations.</p> <p><a href="#">RCW 18.130.175</a> - Physician health and voluntary substance use disorder monitoring programs (<i>as amended by 2023 c 425</i>).</p> <p><a href="#">WAC 246-840-750</a> - Philosophy governing voluntary substance use monitoring programs.</p> <p><a href="#">WAC 246-840-760</a> - Definitions of terms used in WAC <a href="#">246-840-750</a> through <a href="#">246-840-790</a>.</p> <p><a href="#">WAC 246-840-770</a> - Approval of substance use monitoring programs</p> <p><a href="#">WAC 246-840-780</a> - Conditions for participants entering the approved substance use monitoring program.</p> <p><a href="#">WAC 246-840-790</a> - Substance use disorder monitoring stipend program</p>	
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<b>Approved:</b>		
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**PURPOSE:** Washington Health Professional Services (WHPS) is an abstinence-based program. Participating nurses are expected to abstain from all potentially dependence-producing medication, absent a medical need.

Nurses should use one primary prescriber, one dentist, and one pharmacy. See the *WHPS Handbook* and *Talbott Medication Guide for a Safe Recovery* for quick medication management guides.

## **PROCEDURE:**

### I. Prescription Reporting

- A. New nurse participants in the WHPS monitoring program must consult and review all medications (including over the counter) with their WHPS case manager and prescriber. The nurse's prescriber must report all medications (including over the counter) on the WHPS Prescription Information Form. The WHPS medical director will review all Prescription Information Forms. The prescriber will report all medications to WHPS at least every 90 days.
- B. WHPS requires the nurse to consult with their case manager and their prescriber before the use of any non-emergent medications (i.e., over the counter).
- C. The nurse must notify WHPS as soon as possible of any new prescriptions and require their prescriber to submit the WHPS Prescription Information Form.
- D. The Prescription Information Form includes:
  - 1. WHPS disclosure letter.
  - 2. Diagnosis and medication regimen, to include dosage, frequency, quantity, and expiration date.
  - 3. Appointment frequency.
  - 4. Medication compliance.
  - 5. Safety to practice while taking medications as prescribed.
  - 6. A review of the of the nurse's Prescription Monitoring Program (PMP) report.
- E. If the nurse tests positive because of a known prescribed medication and the nurse does not have a Prescription Information Form on file, WHPS immediately contacts the nurse. WHPS instructs the nurse to contact their prescriber to have them fax the Prescription Information Form to WHPS within 48 hours. (See Procedure W42 *Drug and Alcohol Testing*.)
- F. Any unauthorized medications not received on the WHPS Prescription Information Form within 48 hours will be reported in the nurse's electronic file and may be referred to the Substance Use Disorder Review Panel (SUDRP).

### II. Medication Review

- A. The WHPS case manager will document medications listed on the WHPS Prescription Information Forms in the nurse's electronic file.
- B. The WHPS medical director will review all initial Prescription Information Forms for approval or follow-up with the prescriber, including the prescriber's determination of the nurse's safety to practice. The medical director documents the review in the nurse's electronic files.
- C. The WHPS medical director may query the WA Prescription Monitoring Program (PMP) database as needed to aid in medication management reviews. The WHPS

- medical director will place the PMP report in the nurse's electronic file.
- D. The WHPS medical director will review all prescriptions for long-term use (greater than 90 days) of potentially dependence-producing medications. The WHPS medical director may consult with other specialists or require additional assessments.
  - E. The WHPS case manager will consult with the WHPS medical director for a nurse using long-term opioids and may require a referral to a pain management specialist and must submit a written agreement for treatment to WHPS. The pain management specialist must submit the WHPS Prescription Information Form every 90 days.

### III. Medication Referral

- A. WHPS may require specialty evaluations in some circumstances (e.g., pain management and psychiatry). WHPS may require the nurse to cease practice during the evaluation period.
- B. The nurse will schedule the initial appointment within 30 days and notify WHPS of the evaluator, location, appointment date, phone number, and email address.
- C. The nurse must sign any necessary Releases of Information to allow communication between WHPS and the nurse's medical providers.
- D. The evaluator shall submit a written report to WHPS that addresses the appropriateness, rationale, and ongoing need for prescribed treatment and medications, and recommendations for alternatives (if available). WHPS requires the evaluator's determination of the nurse's ability to practice safely while using medication. If practicing safely is a concern, WHPS will require the nurse to cease practice.
- E. WHPS requires the nurse to comply with all evaluation recommendations.