



COUNTY OF SAN BERNARDINO  
STANDARD PRACTICE

NO 13-1.15

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BY Belen Lewis

EFFECTIVE 3/96

DEPARTMENT MENTAL HEALTH

SUBJECT

MEDICATION APPOINTMENT-SCHEDULING

APPROVED

*James McReynolds*

**I. POLICY:**

All medication support clients will be seen in a medication clinic.

**II. PROCEDURE:**

1. All clinics will establish medication clinics for clients to allow the Department to use psychiatrists' time efficiently.
2. All follow-up medication appointments will be made for the beginning of each hour e.g., 1:00 p.m., 2:00 p.m., etc.. Three adult clients will be scheduled at the beginning of each hour. Two minor clients will be scheduled at the beginning of each hour.
3. The primary service provider for clients who have a problem with no-shows will discuss with them the importance of taking medication on a regular basis and the Department's no show policy (see SOP No.9-1.40).
4. Adult psychiatrists are expected to see three patients per hour for follow up medications support services. Child psychiatrists are expected to see two patients per hour for follow-up medication support services. (See SOP No. 3-3.13 for more detailed information.)

JL:dm

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