



<b>Health Care Agency Behavioral Health Services Policies and Procedures</b>	Section Name:	Care and Treatment
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	SIGNATURE	DATE APPROVED
Deputy Director Behavioral Health Services	<u>Signature on File</u>	<u>1/14/2025</u>

**SUBJECT:** Long-Acting Injectable Medication Administration

**PURPOSE:**

To establish procedures for the administration of long-acting injectable medications in the County of Orange Health Care Agency (HCA) Behavioral Health Services (BHS) outpatient mental health and substance use disorder clinics. The purpose of this document is to ensure safety and efficacy in administration in accordance with the physician order and medication manufacturer guidelines.

**POLICY:**

All long-acting injectable (LAI) medications shall be administered in accordance with this Policy and Procedure.

Long-acting injectable medications may be prescribed by the treating psychiatrist/physician or nurse practitioner for patients with voluntary engagement to support medication adherence / consistent dosing and for continuity of care for patients who have been discharged from the hospital setting with this type of medication regimen initiated.

**SCOPE:**

Applies to all Behavioral Health Services outpatient mental health or substance use disorder clinics or clinical settings.

**REFERENCES:**

[BHS MHP EHR Information - Pharmacy Process and Forms](#)

[https://www.nami.org/About-Mental-Illness/Treatment/Mental-Health-Medications/Long-Acting-Injectables-\(LAIs\)](https://www.nami.org/About-Mental-Illness/Treatment/Mental-Health-Medications/Long-Acting-Injectables-(LAIs))

<https://aapp.org/resource/patients/lai>

[BHS P&P 07.03.04 Outpatient Clinic Medication Rooms - Receipt, Storage, Administration, Disposal and Accountability of Medication](#)

[BHS P&P 05.01.08 Transport of Clinical Records](#)

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[BHS Adult and Older Adult Physicians Manual and Practice Guidelines Quick Guide MAT-Guidelines for the Use of Naltrexone Long Acting Injection \(NLAI\)](#)

**FORMS:**

[Record of Medication \(Non-Controlled Substances\) Receipt, Storage, Administration and Disposal](#) (F346-710 Rev. 12/21)

[Record of Medication Receipt, Storage, Administration and Disposal \(Controlled Substances\)](#) (QMS SUD Controlled F346-710C Rev. 5/22)

[Daily Record of Medication Storage \(Controlled\)](#) (QMS SUD Controlled Rev. 12/21)

**DEFINITIONS:**

Clinic - An outpatient Mental Health (MH) or Substance Use Disorder (SUD) care facility where an employee has contact with patients.

Clinical Settings - A work site where an employee has contact with patients including a healthcare facility and in the field such as patients' homes.

Controlled Substance Medication - medication(s) that fall under federal regulation of the Controlled Substances Act (CSA).

Long Acting Injectable Medications - Long-acting injectables (LAIs) are Injectable medications used for individuals living with mental illness and substance use disorders . LAIs are usually the same medication that is taken in pill form but when injected they allow for the slow release of medication into the blood over a longer period of time. Some examples of LAIs include: Abilify Maintena®, Aristada®, fluphenazine decanoate, Haldol decanoate®, Invega Sustenna®, Invega Trinza®, Invega Hafyera®, Risperdal Consta®, Perseris®, Vivitrol®, Risperidone Uzedy® , Zyprexa Relprevv® for mental health conditions and , Sublocade®, and Brixadi® for substance use disorders. The LAI can last anywhere from 2-24 weeks with just one dose, which helps to stabilize mental illness or a substance use disorder.

**PROCEDURE:**

- I. The Provider (Physician or Non-Physician Medical Practitioner) shall enter and submit the order for the Long-Acting Injectable (LAI) medication into the Electronic Health Record (EHR). The Behavioral Health Nurse (BHN) shall review the order in the patient's chart and also verify that the medication consent has been obtained. The nurse shall review the patient's chart for any medication allergies and discuss any contraindications with the provider.
  - A. Patients with Health Insurance
    1. The Behavioral Health Nurse (BHN) shall call the County contracted pharmacy to review the order and give any details requested for prior

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authorization. The BHN shall determine if the ordered medication is covered by the patient's health insurance. The BHN shall request the pharmacy to call back to confirm medication coverage and anticipated delivery date to the clinic if not known immediately.

2. BHN shall contact the patient via phone to schedule the appointment to administer the medication. If the clinic had previously scheduled the patient for a return administration appointment, the BHN shall use this call to confirm or modify the appointment time to align with the expected medication delivery date.

**B. Patients without Health Insurance**

1. Patients without health insurance shall be referred to the Plan Coordinator or SUD Counselor to facilitate patient medication access through any available Patient Assistance Programs (PAP).
2. BHN shall collaborate with the Plan Coordinator or SUD Counselor to ascertain and submit required documentation for benefit approval. This may include the patient's submission of documentation of income and the BHN completing a Prior Authorization Request (PAR) or Treatment Authorizations Request (TAR).
3. In the event of immediate medication need, patients shall be provided the ProCare or current Pharmacy Benefits Manager information sheet to take to the pharmacy so that they may obtain oral medications until approval of the LAI has been obtained. See [BHS MHP EHR Information - Pharmacy Process and Forms](#) for PAR and TAR guidelines.

**II. LAI Medication Samples**

- A. The distribution of sample antipsychotic medications is at the discretion of the treating psychiatrist or nurse practitioner. The psychiatrist/physician or nurse practitioner shall place an order in EHR and select "Do not send- samples given to patient" instead of sending the order to the pharmacy. BHNs shall log the sample in a specified way on the Medication Administration Record form.
- B. There is no distribution of samples for controlled substances, including injectable Buprenorphine (e.g. Sublocade®, and Brixadi®).

**III. Pharmacy Delivery of LAI Medications**

- A. The contracted pharmacy is to deliver the LAI medication upon determined delivery date.
- B. Upon receipt, the BHN shall enter the medication onto the appropriate Record of Medication Receipt, Storage, Administration and Disposal Form.

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IV. LAI Medication In Clinic Appointment

- A. Upon arrival for the LAI medication administration appointment, BHN shall take the vital signs and weigh the patient.
- B. The BHN shall verify the patient's name and date of birth and perform the 'Medication Rights' (verify medication, injectable route of medication, time, and dosage) prior to administration.
- C. The BHN shall educate the patient on medication side effects, indications, diet and exercise as well as tolerance and responsiveness if the medication to be administered is for continuity of therapy.
- D. The BHN shall prepare the injection per the manufacturers guidelines and administer the injection per the order of the medical provider.
- E. The BHN shall document the injection on the appropriate Record of Medication Receipt, Storage, Administration and Disposal and in the patient's EHR record.
- F. The BHN shall answer any questions and provide the patient with a check out slip for clinic departure.

V. LAI Medication In Field Appointment

- A. In the event that the BHN must make a field visit to administer the LAI per medical provider order, the BHN shall transfer the medication from the Clinic Medication Room to a Lockbox Supply Kit. (Refer to BHS P&P 07.03.04 Outpatient Clinic Medication Rooms - Receipt, Storage, Administration, Disposal and Accountability of Medication for logging and handling processes for all medications in BHS Medication Rooms)
- B. The BHN shall travel to the patient location to administer the medication.
- C. At the designated site, the BHN shall obtain and document the vital signs.
- D. The BHN shall follow the procedures as indicated in IV B through E above.
- E. The BHN will then call the ordering clinic to assist the patient in scheduling their next appointment.