# DSH PSYCHOTROPIC MEDICATION Operational Procedures

## APPENDIX – NON-FORMULARY REVIEW PROCESS

### I. PURPOSE:

The purpose of this policy chapter is to outline a process for the review of non-formulary medications that ensures those medications are used in a clinically efficacious and cost-effective manner.

### II. MEDICATION LIST:

Non-formulary medications are medications not included in the California Common Drug Formulary (CDF) or the CDF as amended at local DSH facilities per open CDF classes.

### III. PROCEDURE:

The Pharmacy and Therapeutics Committee (P&T) and/or MRC/TRC will designate clinical reviewers to provide reviews on non-formulary medication approvals, those medications to be determined by the relevant committee specific.

A. At the discretion of the Medical Director and request of the relevant Medical Staff Committee, clinical reviewers may include senior supervising psychiatrists.

B. Within each DSH facility, the P&T Committee and/or the MRC/TRC will utilize a process that and ensures the appropriate initial approval of a non-formulary medication for a specific trial period.

C. At specified time intervals determined by the relevant committee, a clinical review of the patient's response will be conducted to decide whether the non-formulary medication can continue to be dispensed.

D. If the medication is declined for continued dispensing, the clinical reviewer will assist the treating physician by recommending alternatives.

E. When a medication is declined for continued use an appeal process shall be available to the prescriber.

### IV. REPORTING:

The relevant committee will report initial and continued non-formulary medication approvals to the Medical Staff at least semi-annually and will make

such reports or the data from such reports available to the Chief of Staff for reporting to the Medical Directors Council and/or the Governing Body.