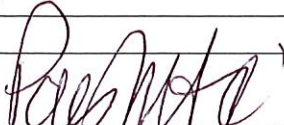


Catholic Charities Disabilities Services	
Agency Standard and Procedure	
Standard Category	ICS
Standard Title	CSPs and SDSPs Administering Medications
Regulations	14 NYCRR 633.17
Original Issue Date	10/20/2023
Latest Revision Date	
Number of Pages	1
Attachments	
Approved by: Paula Jubic, Executive Director	

Standard: Catholic Charities Disabilities Services (CCDS) provides a wide array of services through the ICS Department. These services include, but are not limited to, community habilitation, respite, and self-direction. For the safety of the individuals supported and the staff providing these services, staff should not assist the individual supported with the administration of medications.

Procedure:

1. For the purposes of this standard, in relation to Community Support Professionals (CSP) and Self-Direction Support Professionals (SDSP), administration of medication shall be defined as handing the individual supported the medication, putting the medication in the mouth of the individual supported, prompting the individual supported, or injecting any medication into the individual supported.
2. 14 NYCRR 633.17 states that medication can only be administered by:
 - a. An individual supported capable of self-administration
 - b. Health care professionals (physician, dentist, PA, RN, LPN)
 - c. Staff who provide direct support services and who have:
 - i. Successfully completed an OPWDD approved training course in medication administration
 - ii. Successfully completed the required practicum
 - iii. Been certified or recertified within the year to administer medication
3. Any staff administering medication must also have dedicated nursing 24 hours a day for any concerns that may arise and to receive permission to administer PRNs.
4. Individuals supported need to be assessed annually for their ability to self-administer medications which must be completed by a registered nurse.
5. As the ICS Department does not have nursing oversight, the CSPs and SDSPs have not completed an approved OPWDD course on medication administration, and the individuals supported by the ICS Department are not annually evaluated for their ability to self-administer medications, CSPs and SDSPs are not allowed to administer medications to individuals they support.
6. The only exception to the above would be in a life threatening where the individual supported is experiencing a medical emergency such as an individual who has an Epi-pen and is having a severe allergic reaction, etc.