2023-04 Proper Disposal and Documentation of Found Medication

Los Angeles County Sheriff's Department
INFORMATIONAL BULLETIN
Custody Operations

Custody Support Services

PROPER DISPOSAL AND DOCUMENTATION OF FOUND MEDICATION

INTRODUCTION

The purpose of this informational bulletin is to provide custody personnel additional information on the proper procedures and documentation for returning found medication to Correctional Health Services (CHS) personnel, as required by DOJ compliance measure 65 and existing Department policy.

PROCEDURES

In accordance with Custody Division Manual (CDM) section 5-07/010.00, "Contraband Defined," any medication that is expired, has been depleted, altered from its original form or purpose, whose prescription has been rescinded, or not prescribed for an inmate as determined by CHS personnel shall be considered contraband.

Additionally, as delineated in CDM section 5-08/010.00, "Searches," hoarding medication is defined as an inmate retaining in their possession any medication in any quantity or form, for which retention is not allowed by the prescriber as self-medication ("self-med"), or when the medication is intended for another inmate. Prescriptions labeled as self-medication shall not be considered contraband.

Personnel shall dispose of any found contraband medication by returning it to CHS personnel and providing them with the name and booking number of the inmate in possession of the hoarded medication. Personnel shall document the name and employee number of CHS personnel accepting the contraband medication in all related reports (e.g., search, IRTS, CARTS, etc.). All searches shall be logged and signed in the electronic Uniform Daily Activity Log (e-UDAL) by the line sergeant or supervising line deputy.

Any questions concerning this bulletin can be directed to Custody Support Services Bureau, at [REDACTED TEXT].