



State of New Jersey
DEPARTMENT OF HUMAN SERVICES
DIVISION OF MENTAL HEALTH SERVICES
PO Box 727
TRENTON, NJ 08625-0727

JAMES E. MCGREEVEY
Governor

GWENDOLYN L. HARRIS
Acting Commissioner

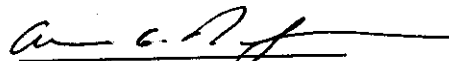
ALAN G. KAUFMAN
Director
609-777-0702

DIVISION OF MENTAL HEALTH SERVICES
ADMINISTRATIVE BULLETIN TRANSMITTAL MEMORANDUM

March 11, 2002

SUBJECT: Administrative Bulletin 3:22
Methadone Maintenance in State Hospitals

The attached Administrative Bulletin is being forwarded for your review, action if necessary, and distribution to staff as appropriate. Please be advised that each recipient of this bulletin is responsible for being familiar with the content and ensuring that all affected personnel adhere to it.


Alan G. Kaufman
Director

AGK:pjt
Attachment

Division of Mental Health Services

Administrative Bulletin 3:22

SUBJECT: Methadone Maintenance Treatment for Patients in State Psychiatric Hospitals

I. PURPOSE

The purpose of this administrative bulletin is to insure that individuals enrolled in certified methadone maintenance programs shall continue to receive methadone maintenance when they are admitted to state psychiatric hospitals. In accordance with N.J.A.C. 8:65-7.7(c) and N.J.A.C. 13:39-9.1 et seq, this policy defines the requirements for safe storage and use of methadone dispensed from provider pharmacies in DMHS facilities.

II. POLICY

Individuals on methadone maintenance in the community who are admitted to state psychiatric hospitals should continue to have access to methadone to receive its benefits. These patients' methadone doses will be maintained in the hospital and patients will not be detoxed in this setting, except for medical reasons. Methadone will not be dispensed to patients for day/overnight passes or discharge, so arrangements for take-home methadone shall be made with their community methadone programs. Furthermore, because methadone is a Schedule II Controlled Dangerous Substance (CDS) and the possibility of illegal diversion or misuse is high, hospitals shall insure that a carefully documented chain of command exists in all steps of the medication process. Hospitals shall also insure that patients are treated by physicians and nurses who have training regarding methadone therapy and that staff adhere to Federal Guidelines Governing Alcohol and Drug Abuse Patient Records Penal Rule 42 CFR, part 2.

III. SCOPE

This policy shall apply to all DMHS state psychiatric hospitals.

IV. PROCEDURES

A. Training and Certification of Physicians and Nurses

1. In conjunction with the Division of Addiction Services (DAS) in the Department of Health and Senior Services (DHSS) DMHS shall develop a training on methadone maintenance for physicians and nurses and this shall be offered periodically in the state psychiatric hospitals. While open to all interested medical staff, state psychiatric hospitals shall designate physicians required to complete the training and this shall be documented.
2. Unless not available, only physicians who have completed the training shall write orders for methadone maintenance. Whenever clinically indicated these trained physicians shall provide consultation on any methadone patient who is under the care of a non-methadone-trained physician in a Division hospital.
3. Nurses shall also be provided with training by the hospital pharmacists at orientation, and this shall be included in the pharmacology testing of nurses.

B. Coordination with Certified Methadone Maintenance Program

1. Screening centers and short-term care facilities shall provide prior notification to the state psychiatric hospital admissions office whenever a patient on methadone maintenance is being transferred for admission. This notification shall include the name and telephone number of the patient's community methadone clinic and his/her current methadone dose.
2. The state psychiatric hospital shall have the newly admitted patient sign a release allowing verbal or written (faxed) verification from a treating physician or other official that the patient is currently in treatment with the methadone program; the patient's dosage and last date of methadone administration will also be provided.
4. Methadone shall not be administered to any patient until this confirmation has been provided and documentation of this information is made on the assessment forms. If necessary, the hospital pharmacist may also contact the community methadone clinic in order to verify the methadone dose.
5. If it is necessary to change the dosage of methadone during the patient's hospital stay, the treating physician shall attempt to consult with the patient's physician in the community methadone program prior

to reordering, and this shall be documented in the progress notes.

C. Initial assessment and Orders

1. The physician performing the intake physical examination shall review the verified information on the methadone dose and shall write the initial order for methadone. If he/she is not a methadone-trained physician, he/she shall consult with one of the hospital's methadone trained physicians as soon as possible after treatment has been initiated, as well as whenever the methadone dose needs to be changed for medical reasons.
2. Admitting physicians shall obtain a urine drug screen either from the screening center or later upon admission, if necessary, to insure that the patient has been receiving methadone and to determine the presence of other substances. Random screens shall be repeated as needed to detect use of other substances. If urine screens of newly admitted patients do not test positive for methadone, the physician shall consult with a physician in the patient's community methadone clinic before methadone is given.
3. Other lab testing to be routinely considered upon admission shall include testing for HIV and for hepatitis B and C. (Refer to A.B. 3:20 – Patient Testing for Blood-borne and Sexually Transmitted Diseases). Patients shall have a full assessment by a Chemical Abuse counselor, who shall be involved in the patient's treatment plan.
4. Methadone orders shall be of no longer than 7 days duration and shall maintain the patient on the same dose of methadone as he/she initially received, unless the dose must be changed for medical reasons (in the case of side effects, pregnancy, drug interactions, etc.). In no instance, shall the patient be detoxed from methadone until the treating physician has conferred with the hospital's Medical/Clinical Director or his/her designee.
5. Physicians shall order methadone in a liquid dosage form (for example, 80mg/dose daily for 7 days) and shall follow the facility protocol for ordering Schedule II narcotics.
6. Methadone orders shall be pre-printed on Physicians' Orders and the Medication Administration Record (MAR) when these coincide with the established printing cycle. Otherwise, these shall be hand written.

D. Storage, Dispensing and Administration of Methadone

1. The hospitals' Pharmacy and Therapeutics Committee shall establish procedures for the safe dispensing, storage and administration of methadone.
2. A countdown sheet for methadone shall be supplied by the provider pharmacy and records shall be maintained on methadone use in accordance with the hospital's procedure for CDS. These shall require, for example, that any methadone left at change of shift shall be counted and signed off by two licensed nursing staff.
3. Any methadone that remains after an order has been discontinued shall be disposed of in accordance with the facility's procedures in a process that is witnessed and signed off by two licensed nurses.
4. Any variation in the storage or dispensing procedures or any variance in counts of methadone shall be considered an "A" unusual incident.
5. Suspected theft or illegal use of methadone must be immediately reported to the nursing supervisor, Medical/Clinical Director and provider pharmacist, and this shall be then reported to the Drug Enforcement Administration (DEA) field office in Trenton.
6. In accordance with federal requirements for CDS, hospitals shall store records related to methadone use for seven (7) years.

E. Brief Visits and Discharge Orders

1. Since methadone cannot be provided for day/overnight passes, trial visits, or discharges, no methadone shall ever leave the hospital in the possession of a patient.
2. In such instances, hospitals shall obtain a patient's consent to allow adequate notification of the community methadone program in the appropriate service area in regard to the need to provide methadone maintenance (Methadone maintenance programs, through arrangements with the Division of Addictions Services (DAS), shall be required to provide methadone in the patients' current doses when they leave the hospital on day, overnight passes, trial placements and upon his/her discharge).
3. The state psychiatric hospital shall pay for the total cost of all methadone that is obtained for or given to patients on passes or trial placement as well as for methadone provided for the first thirty (30) days after a patient's discharge.

4. If there is any reason to address a problem with a community methadone clinic or otherwise to clarify these procedures with DAS, staff should contact the Chief of Special Populations, Addictions, in DMHS.



Alan G. Kaufman
Director
Division of Mental Health Services

METHADONE MAINTENANCE FACILITIES
FUNDED BY DAS

<u>NAME AND ADDRESS</u>	<u>CONTACT PERSON</u> <i>Hours of Operation</i>
<u>Atlantic County</u>	
1. Institute for Human Development 1315 Pacific Avenue Atlantic City, NJ 08401 609-345-4035 Fax 609 345-2531	Millicent Tate Mon – Fri 9:00 am – 5:00 pm
<u>Bergen County</u>	
2. Monsignor Wall Service Center 149 Hudson Street Hackensack, NJ 07601 201-342-2565 Fax 201-342-0786	Jacob Reid Mon – Fri 6:30am – 1:30pm
3. Monsignor Wall Social Service Center Bergen Regional Medical Center East Ridgewood Avenue Paramus, NJ 07652 201-967-4000 ext. 5367 Fax 201-967-4248	Bogumila Clark Mon – Fri 8:30am – 5:00pm
<u>Burlington County</u>	
4. Burlington Comprehensive Counseling 75 Washington Street Mt. Holly, NJ 08060 609- 267-3610 Fax 609 267-9692	Robert Rostron Mon – Fri 9:00am - 4:00pm
<u>Camden County</u>	
5. Camden County Division of Alcohol and Substance Abuse Outpatient Facility (Kennedy Memorial Hospital) 300 Woodbury-Turnersville Road Blackwood, NJ 08102 856-227-5254 Fax 856-488-6701	Russ Miccolli Mon – Fri 6:00am – 2:00pm

6. Substance Abuse Center of
Southern New Jersey, Inc.
417 Broadway
Camden, NJ 08103
856-757-9190
Fax 856 338-1892

LaVerne Fish

Mon – Thurs 5:30am – 4:00pm
Fri 5:30am – 1:00pm

7. Urban Treatment Association
424-432 Market Street
Camden, NJ 08102
856-338-1811
Fax 856-338-1753

Gerhard H. Bass

Mon – Fri 6:00am – 2:00pm office
Sat 6:30am – 10:00am

Cumberland County

8. South Jersey Drug Treatment Center
162 Cumberland Drive
P.O. Box 867
Bridgeton, NJ 08302
856-455-5441
Fax 856-455-0505

Anatoli Redka

Mon – Fri 5:00am – 12:00pm
Sat 5:30pm – 6:30pm

Essex County

9. Catholic Community Services
Mt. Carmel Guild
17 Mulberry St.
Newark, NJ 07102
973-596-4083
Fax 973-596-3701

Estelle Pisana
Sean Healy

Mon – Fri 8:00am – 5:30pm

10. Essex Substance Abuse Treatment Center
164 Blanchard Street
Newark, NJ 07105
973-589-4282
Fax 973-589-0494

Errol Lennard

Mon – Fri 8:30am – 4:00pm

11. Essex Substance Abuse Treatment Center II
461 Frelinghuysen Ave.
Newark, NJ 07114
973-589-2850
Fax 973-596-8180

Carmen Moncriff

Mon – Fri 7:00am – 3:30pm

12. East Orange Substance Abuse
Treatment Program
160 Halsted Street
East Orange, NJ 07108
973-266-5200
Fax 973-678-6843

Marsha Walton

Mon – Fri 6:30am – 4:30pm

Hudson County

13. Intercounty Council on Drug
and Alcohol Abuse
416 Kearny Avenue
Kearny, NJ 07108
201-998-7422
Fax 201-998-1136

Harry J. Bachler

Mon, Wed, Thur 12:pm – 8:00pm
Tues – Fri 9:00am – 4:00pm

14. Spectrum Health Care, Inc.
74-80 Pacific Avenue
Jersey City, NJ 07302
201-860-6100; 201 451-2544
Fax 201-860-7864

Ned Cox

Mon – Fri 7:00am – 3:00pm
Closed 12 - 1

Mercer County

15. New Horizon Treatment Services
132 Perry Street
P.O. Box 380
Trenton, NJ 08618
609-394-8988
Fax 609-394-8922

Dr. Nieves

Mon – Thur 6:00am – 7:00pm
Fri 6:00am – 2:00

Middlesex County

16. New Brunswick Counseling Center
84 New Street
New Brunswick, NJ 08903
732-246-4025
Fax 732-246-1214

Joseph Guadagnino

Mon – Fri 9:00am – 5:00pm

17. Raritan Bay Medical Center
Addiction Treatment Services
595 Brunswick Avenue
Perth Amboy, NJ 08861
732- 442-9006
Fax 732- 442 –7030

Rosemary Oarsley

Mon – Fri 9:00am – 5:00pm

Monmouth County

18. Jersey Shore Addiction Services
1200 Memorial Drive
Asbury Park, NJ 07712
732-988-8877
Fax 732-988-2572

Edward Higgins

Mon, Tues, Wed 6:00am – 9:00pm
Thurs - 6:00am – 4:30pm
Fri - 6:00am – 3:00pm
Sat – Sun - 6:00am – 11:00am

Morris County

19. Morris County Aftercare Center/
Resource Center for the Chemically
Dependent
1574 Sussex Turnpike
Randolph, NJ 07869
973-927-6641
Fax 973-927-6644
- Elmer Romero
Mon – Fri 6:00am – 3:00pm

Passaic County

20. Northeast Life Skills Associates
121 Howe Avenue
Passaic, NJ 07055
973-777-2962
Fax 973-777-7623
- Jeanne Palmer
Mon – Fri 6:00am – 7:00pm
Sat 7:00am – 10:00am
21. Paterson Counseling Center, Inc.
319-321 Main Street
Paterson, NJ 07505
973-523-8316
Fax 973-523-5116
- Robert Alexander
Mon – Fri 6:00am – 4:00pm

Somerset County

22. Somerset Treatment Center
256 East Main Street
Somerville, NJ 08876
908-722-4406/1232
Fax 908-722-0223 (clinic #908-725-3060)
- Barbara Schlicting
Mon – Fri 6:30am – 12:00
Sat 7:30am – 12:00

Union County

23. Elizabeth Clinic
850 Woodruff Lane
Elizabeth, NJ 07201
908-352-0850
Fax 908-352-1036
- David Robinson
7 Days - 6:30am – 4:00pm
24. Organization for Recovery, Inc.
519 North Avenue
Plainfield, NJ 07060
908-769-4700
Fax 908-769-8833
- Linda Piro
Mon – Sat 6:00am – 10:00am

7/31/01

NEW JERSEY METHADONE TREATMENT SERVICES

Privately Held Programs

Receive No DAS Funding

AGENCY

CONTACT PERSON and HOURS of OPERATION

Atlantic County

1. Family Addiction Service
408 Bethel Road
Somers Point, NJ 08244
609-601-8611
FAX 609 601-8610

Dr. James Manlandro
Mon – Fri 7:00am – 8:00pm
Sat 7:00am – 12noon

Camden County

2. Kennedy Memorial Hospital
2201 Chapel Avenue
West Cherry, NJ 08002
856-488-6789
FAX 856-488-6733

Angela Lavine
Mon – Fri 9:00am – 7:00pm

Cape May County

3. Family Addiction Treatment Services
1076 Route 47 South
Rio Grande, NJ 08242
609-889-3611
FAX 609-889-3614

Dr. James Manlandro
Mon – Fri 8:00am – 2:00pm
some evening hours

Essex County

4. American Habitare & Counseling Inc.
687 Frelinghuysen Avenue.
Newark, NJ 07104
973-799-0508
FAX 973-799-0505

Shiva Kotturi, M.D., President
Mon – Fri 6:00am – 3:00pm
Sat 7:00am – 11:00am

5. L. & L. Clinics, Inc.
57-59 New Street
Irvington, NJ 07111
973-373-2010
FAX 973-373-2205

Dorothy Edgerton
M, T, TH, F 6:00am – 10:30am & 4:00pm – 7:00pm
Wed 6:00am – 11:00am
Sat 9:00am – 11:00am

Hudson County

6. Hudson County Treatment Center
4900 Kennedy Boulevard
W. New York, NJ 07093
201-866-5556
FAX 201-866-3493
Ronald LaMorgese
M, T, TH, F 6:30am – 9:30am & 4:00pm – 7:00pm
Wed 6:30am – 9:30am
Sat 9:00am – 11:00am
7. Khaleidoscope Health Care, Inc.
75 Harrison Avenue
Jersey City, NJ 07304
201-451-5425
FAX 201-451-7499
Ali Blake
Mon & Wed 7:00am – 7:00pm
Tues, Thurs, Fri 7:00am – 3:00pm

Middlesex County

8. Strathmore Clinic
Lower Main Street
Route 35
South Amboy, NJ 08879
732-727-2555
FAX 732-727-0255
Gerhardt Bass
Mon - Fri 7:00am – 2:00pm
Sat 6:30am – 10:00am

Ocean County

9. Ocean Medical Service
2001 Route 37
Toms River, NJ 08753
732-288-9263
FAX 732-288-9264
Christopher G. Bass

Union County

10. Suburban Treatment Associates
43 Progress Street
Union, NJ 07083
908-687-7188
FAX 908-687-0294
Gerhardt Bass
Mon - Fri 6:30am – 10:00am & 3:30 – 7:00pm
Sat & Thurs 6:30am – 10:00am

Warren County

11. Warren County Medical Services
590 Marshall St.
Phillipsburg, NJ 08865
908 387 0003
FAX 908-387-0005
Robert Kornacki
Mon - Fri 6:30am – 2:00pm
Sat 6:30am – 10:30am