

For Opiate Treatment Programs
King County Isolation and Quarantine Methadone Administration Process
April 2020

If your client is admitted to the King County Isolation and Quarantine Facility (I/Q), the following processes and documentation will occur:

1. **Admission notification:**
 - a. I/Q staff will notify home OTP of client admission to start the courtesy dosing request process
 - b. Courtesy Dosing Request Form will serve as SAMHSA required notification of medical necessity of quarantine/isolation
 - i. Per SAMHSA Division of Pharmacologic Therapies Guidance Released on 3-13-20, OTP must document in the client's health records that the patient is medically ordered to be under isolation or quarantine. Ensure the documentation is maintained in the patient's OTP record.
2. **3rd Party Proxy Attestation:**
 - a. At the I/Q, the client will be asked to sign an attestation for KC staff to deliver methadone while at facility.
 - b. The attestation address the handling of methadone and will supersede any other third party proxy form *only* during the client's time spent at the King County facility.
3. **Courtesy Dosing Request & Delivery:**
 - a. The home OTP of the client will submit a Courtesy Dosing Request Form to the courtesy dosing OTP
 - i. I/Q staff will notify the home OTP of estimated length of time the client will spend in quarantine/isolation.
 - ii. Home OTP will notify courtesy dosing OTP dispensary of methadone dose and number of allowed doses/carries.
 - b. Clients will receive methadone from the designated courtesy dosing OTP per the courtesy dosing coordination protocol.
 - c. Courtesy dosing OTP will hand off methadone to a licensed clinician or King County employee at the I/Q.
4. **Chain of Custody:**
 - a. The I/Q nurse and an additional staff will document delivery of methadone to client and observation of client receipt.
 - i. The nurse will dispense the daily dose by leaving it at the front door of the guest's room.
 - b. The methadone will be stored in a locked bag and the locked bag stored in a locked cabinet.
 - i. If the client brings existing take home doses to the I/Q, the client will be permitted to store methadone in their individual room.
 - ii. The lock bags have a unique key and a master key that the nurses will use.
 - c. The I/Q staff will fax a copy of the chain of custody form back to the courtesy dosing OTP when the guest requires a refill of methadone.
5. **Discharge:**
 - a. Client will take possession of all remaining doses of methadone which will be stored in the lock bag and client will take the unique key.
 - b. I/Q staff will notify home OTP and courtesy dosing OTP of client discharge.
 - c. I/Q staff will send a copy of the chain of custody form to the home OTP.

KING COUNTY CONTACT INFORMATION

King County points of contact

- First Contact: Steve Gustaveson; Steve.Gustaveson2@kingcounty.gov or 206 650-9476
- Back-up: Dr. Margaret Cary; MCary@kingcounty.gov or 206 769-6268

Designated Courtesy Dosing OTP Clinic

- **THS : King County Aurora I/Q**
 - Other sites/courtesy dosing clinics to be designated if/when needed
- **Therapeutic Health Services, Shoreline**
 - Address: 16715 Aurora Ave North Shoreline, WA 98133
 - Phone: (206) 546-9766
 - Fax: (206) 542-0326
 - Website: <https://ths-wa.org/>
 - **Dispensary Hours: Monday – Saturday 6:30AM – 12:15PM**
 - *****Request notification for courtesy dosing by 12:30 for same day delivery*****
- **King County Aurora I/Q Facility Contact**
 - 1132 N 128th St Seattle, WA
 - Aurora Office: 206-600-8444
 - Site Directors: Holly Woo and Liz Espinosa-Snow

OPIOID TREATMENT PROGRAM CONTACT INFORMATION

Evergreen Treatment Services, Seattle Clinic

- Address: 1700 Airport Way South Seattle, WA 98134
- Phone: (206) 223-3644
- Website: <http://www.evergreentx.org/>

Therapeutic Health Services, Shoreline

****Courtesy dosing clinic for King County Aurora I/Q Facility****

- Address: 16715 Aurora Ave North Shoreline, WA 98133
- **Phone: (206) 546-9766**
- **Fax: (206) 542-0326**
- Website: <https://ths-wa.org/>
- **Dispensary Hours: Monday – Saturday 6:30AM – 12:15PM**

Therapeutic Health Services, Eastside

- Address: 1412 140th Place NE Bellevue, WA 98007
- Phone: (425) 747-7892
- Website: <https://ths-wa.org/>

Therapeutic Health Services, Seneca

- Address: 1305 Seneca St. Seattle, WA 98101
- Phone: (206) 726-4100
- Website: <https://ths-wa.org/>

Therapeutic Health Services, Summit

- Address: 1116 Summit Ave. Seattle, WA 98101
- Phone: (206) 323-0930
- Website: <https://ths-wa.org/>

Kent Treatment Solutions, WCHS

- Address: 21851 84th Ave S, #101 Kent, WA 98032
- Phone: (425) 687-7082
- Website: <http://www.acadiahealthcare.com>

We Care Daily Clinic

- Address: 3320 Auburn Way North Auburn, WA 98002
- Phone: 253-999-5710 Back-up: (253) 999-5750
- Website: <https://www.wecaredailyclinics.com/>

Veterans Administration Medical Center, Seattle Opioid Treatment

- Address: 1660 South Columbian Way, Bld. 24 Seattle, WA 98108
- Phone: (206) 764-2667 – Dispensary/Lesley Babb (206) 277-3557 - Deliveries