



Care Coordinator Instructions Safe Disposal of Medications Member Handout

What this is:

- A new CMS regulation requires Medicare Advantage plans to provide members with written and verbal information about the safe disposal of prescription drugs that are controlled substances when conducting an **in-home** Health Risk Assessment (HRA) with a member. This includes identifying at least two local takeback sites in the member's community (see instructions below).
- **Exception:** The above is not required for members residing in an institutional setting where the institution has primary responsibility for disposal of residents' unused medications (e.g., nursing facility).

How it applies to you: Going forward, Care Coordinators must include the Medica Safe Disposal of Medications Handout along with the Medica Care Coordinator Leave-Behind Document whenever doing a face-to-face HRA visit with an MSHO or I-SNBC member. The safe disposal handout does not need to be provided to members who complete an HRA over the phone. It also is not required for MSC+ or SNBC members, but may be a helpful resource to provide them as well.

Instructions:

1. Prior to a face-to-face visit with an MSHO or I-SNBC member, download the Medica Safe Disposal of Medications Handout from the Medica Care Coordination website. It is located under Tools and Forms.
2. Fill in the first page of the pdf with two takeback sites in the member's community. Identify takeback sites by going to the DEA's takeback site search engine at <https://apps2.deadiversion.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>
 - a. Type in the member's zip code or city and state.
 - b. Choose a 5 mile search radius. If no sites are available within 5 miles, broaden your search to 10 miles and further until the search returns at least two sites.
3. During the face-to-face visit with the member, provide a verbal summary of the information in the handout and leave the handout with the member along with the Leave Behind Document.
4. Document in case notes that you provided verbal and written information to the member about the safe disposal of prescription drugs **and** left the Safe Disposal of Medications Handout and Leave Behind Document with the member.