



**Escambia County Corrections Bureau**  
**Road Prison Division**  
Medical SOG # 104  
**Medication “Keep on Person”**



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**Purpose:** This SOG defines procedure for medications that inmates may keep on their person.

**Procedure:** Inmate prescription medication at the Escambia County Road Prison shall be “Keep on Person” with the exception of common OTC medications, which will be kept and made available by the Medical Correction Officers.

The Medical Correction Officer will issue “Keep on Person” medications to the inmate as soon as possible.

Medical charts must be checked to be sure that the correct inmate is getting the correct medication, to assure that the chart shows no allergies to that particular medication, and to assure that the pharmacy has not doubled ordered the same medication.

All medications must be checked against the approved medications list before allowing it into the inmate population as a “Keep on Person” medication.

The inmate medication release form shall be fully completed. The date, with am or pm, and Medical Corrections Officers initials shall be printed on the blister pack. The inmate shall read, and/or have read, and understand, and sign the medication release form. MCO shall sign name and attach their number to this form. The inmate’s medication release form shall be properly filed in the inmate’s medical chart.