

PRESCRIBING POLICIES:
4.3 AUTOMATIC STOP ORDERS

POLICY

1. Medication orders not stating the number of doses or days will be subject to the following automatic stops:

Medication Category	Auto-Stop
Reserved Antimicrobial Drugs	3 days*
Narcotic and Controlled Drugs (except phenobarb, methadone and buprenorphine/naloxone (Suboxone®))	7 days
Anti-infectives (topical & systemic) except antiretrovirals, TB drugs and ketoconazole shampoo	7 days
Inhalation solutions by nebulizer	7 days
Ophthalmic preps except for glaucoma/lubrication	7 days
Ketorolac Parenteral	5 days

* 7 day automatic stop for L/BMT and Medical Day Care Unit; see section 3.5 for list of Reserved Antimicrobial Drugs

2. For Acute Care (including the Transitional Care Unit – TCU)
 - a) other than those orders for medications listed in the above table, all medication orders for inpatients, outpatients, and pre-admission patients are valid for ONE YEAR. Standing outpatient orders must be re-ordered on an annual basis.
 - b) a specific time limit on any medication order will override the automatic stop date if desired. A definite number of doses or time must be specified and may not exceed 90 days, except for straight narcotics which may not exceed 6 wks.
3. For Residential Care and Tertiary Mental Health Unit:
 - a) topical steroid creams, ointments and lotions will have a stop-date of 28 days.
 - b) other than a) above or those orders for medications listed in the above table, all medication orders are valid for ONE YEAR.
 - c) a specific time limit on any medication order will override the automatic stop date if desired. A definite number of doses or time must be specified and may not exceed ONE YEAR. "Duration of hospital stay" is not acceptable.
4. PRN orders other than those on the Routine Medication Order Form in the Residential Care units & TCU will be discontinued if no medication has been administered in a 28-day period.
5. All pre-operative medication orders are discontinued and new medications orders must be written post-operatively except for the following situations listed below.
 - a) ICU/Critical Care patients when going to or returning from OR
 - b) Central venous catheter insertion
 - c) Pacemaker insertion
 - d) Hemodialysis and peritoneal dialysis access
 - e) Scope procedure through a natural orifice
6. "On hold" orders are not acceptable. The order must be discontinued and re-ordered when required. However, holding a specific number of doses is acceptable, eg. "hold next gentamicin dose" or for a specific condition, eg. "hold digoxin if HR less than 50".