



**State of Louisiana**  
Department of Health and Hospitals  
Office of the Secretary

August 29, 2018

**Re: Louisiana EMS Medication Shortage Procedure: for emergency medication use up to six months beyond labeled expiration date**

In response to the current inability of emergency medical transportation services (EMTS) providers to obtain critical and life-saving medications, and in the absence of substitutive alternative or other comparable life-saving medications, the Louisiana Department of Health ("LDH"), acknowledges that EMTS providers may institute the following process for the usage of expired critical shortage, pre-hospital medications when good faith efforts are not successful.

**Good Faith Efforts and Required Supportive Documentation**

Prior to the utilization of expired medications that are in critical shortage, the EMTS provider must make a good faith effort a minimum of once monthly to obtain such medications. The EMTS provider's good faith efforts must be documented and inclusive of the following:

- The name and dosage of the medication(s) attempting to be obtained.
- Contact information (name, telephone number(s), email addresses, etc.), including date of contact, for at least three distributors through which the EMTS provider attempted to obtain the medication(s).
- Printed and dated name and signature of the EMTS provider's emergency medical director.
- Documentation of such good faith efforts must be made available to departmental staff upon inspection or as requested by the LDH.

**Usage and Inspection of Expired Life-Saving and Critical Shortage Medications**

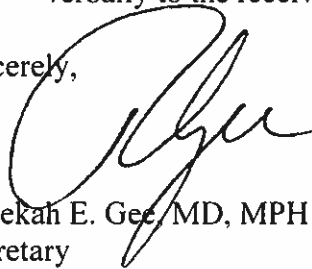
The Louisiana Department of Health acknowledges that EMTS providers may institute the use of expired, pre-hospital critical shortage medications by the licensed EMTS provider for up to six months after the medication's posted expiration dates pursuant to the following:

- The acknowledgment is effective for a period of one year from date of this memorandum which will be reviewed at least annually by the LDH for renewal of continued acknowledgment until such critical medication shortages resolve.
- The use of expired critical shortage medications is at the discretion of the EMTS provider. The EMTS provider's policy allowing for the use of expired critical shortage, pre-hospital medications must be acknowledged in writing by the EMTS provider's medical director.
- Expired critical shortage medications must be kept in reserve. EMTS providers must exhaust their supply of a medication that has not exceeded the expiration date prior to administering expired medications.

*Exception- if an EMTS provider fleet has multiple ambulances, there may be some vehicles that have expired medications due to the shortage while other response vehicles may have non-expired medications.*

- When unexpired medications are obtained by the EMTS provider, the use of the same medications that have expired shall cease and the unexpired medications shall be used.
- Expired critical shortage medications kept in reserve must be stored and maintained in accordance with the manufacturer's instructions for the same, non-expired medications.
- The EMTS provider's medical director is responsible to ensure that the provider's staff shall be knowledgeable of the provider's policy, and this process, for the usage, storage, and the integrity of expired medication utilization due to the critical shortage of obtaining life-saving medications which have no appropriate alternative substitution.
- Upon arrival at the emergency care facility, the information that expired medications were used during patient transport, and which medications were expired with pertinent information (dose, time, response, etc.), shall be given verbally to the receiving facility.

Sincerely,



Rebekah E. Gee MD, MPH  
Secretary  
Louisiana Department of Health