



Medication Monitoring Process Flow Chart For Contracted Providers

A sample of 1%
of charts must be
reviewed each
quarter

Medication Monitoring
Committee Reviews Client
Records

Complete an AOA or
Child/Youth **Medication
Monitoring Screening Tool**
(Word Doc) for each chart.

Variance
Identified

No

Yes

M.D. completes the middle
section of the McFloop with
response and returns form
to the MM committee

A copy of the Med. Mon Tool
and a McFloop form (with
top section completed) are
forwarded to the M.D.

Med. Mon Committee reviews
the McFloop and approves/
works with MD to revise.

Complete the **Medication
Monitoring Submission Form**
online via SmartSheet

Email the **Medication Monitoring
Tool** and **McFloop Form(s)** (if
applicable) to
QIMatters.HHSA@sdcounty.ca.gov
or fax to: 619-236-1953 by the 15th
of the month following the end of
the quarter.