

Practice Alert

PA25-HI-05

ISSUED DATE: November 25, 2025

TO: Children's Division Contracted Staff

FROM: Sara Smith, Children's Division Director

SUBJECT: **Excessive Dosage Guidelines**

OVERVIEW:

The Excessive Dosage Guidelines chart for psychotropic medications is reviewed and updated annually. The purpose of this Practice Alert is to inform Children's Division and contracted staff members that the Excessive Dosage Guidelines have been revised and is located on the following websites:

- [Psychotropic Medication Settlement](#)
- [Health Information Specialist Unit](#)

NECESSARY ACTIONS:

As a reminder, staff must review the Excessive Dosage Guidelines PRIOR to providing consent for psychotropic medication, in order to determine if a mandatory review is required prior to consent. Memorandum [CD20-60 Update on Mandatory and Automatic Reviews of Psychotropic Medications and the Implementation of the Excessive Dosage Guidelines](#) summarizes the Settlement requirements and training available regarding Excessive Dosage Guidelines. If assistance is needed for a mandatory review, or for any questions regarding the informed consent process, please reach out to your assigned [Health Information Specialist](#). Please discontinue the use of any previous versions.

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CHILD WELFARE MANUAL POLICY AND COLLATERAL DOCUMENTATION: