

POLICY


OUTDATED MEDICATIONS

3018

PURPOSE:

To prevent expired medications from being distributed as samples or used for treatment of patients at Bullhook Community Health Center.

1. Stock medications, sample medications, emergency medications, and immunizations will be checked monthly at the first of each month for expiration dates.
2. Expired medications will be logged in the Expired Medication Log. Information will include date, name of drug, amount discarded, manufacturer, dosage, lot number and date of expiration.
3. Expired medications will be placed in the outdated box until such time as they can be disposed of according to State and Federal Regulations.
4. All medications given to patients as treatment or samples will have the date of expiration checked before dispensing as an additional control for patient safety.
5. All confiscated medications will be required to be documented in a confiscated log format with a witness signature. The pharmacist will catalog these types of prescriptions.


 _____ DATE 5-12-16
 CHIEF EXECUTIVE OFFICER


 _____ DATE 5-12-16
 CHAIR, BOARD OF DIRECTORS

Date first adopted	11/24/2010
Date Revised/QI Board approval	11/15/2010, 04/29/2015, 04/27/2016
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