

POLICY AND PROCEDURE

DRUGS AND BIOLOGICALS

3008

Drugs and Biologicals are stored in a labeled cabinet located in the Medication **locked cabinet** in original manufacturer's containers to assure maintenance of proper labeling and packaging. Drugs and biologicals requiring refrigeration are stored in a refrigerator located in the Medication room in original manufacturer's containers to assure maintenance of proper labeling and packaging.

Each shelf area of the Drugs and Biologicals storage cabinet and refrigerator is labeled as to contents. The nursing staff is responsible for reviewing contents of cabinet and refrigerator monthly for appropriate placement of, expiration date, deterioration, or adulterated drugs and biologicals.

Existing sharps containers are kept in each exam room, the procedure room and the laboratory to be used for temporary storage of outdated, deteriorated or adulterated drugs and biologicals until proper disposal is made of the respective sharps container.

All drugs and biologicals shall be prescribed and dispensed in accordance with applicable State law.

All drugs and biologicals used shall be in containers conforming to the Poison Prevention Packaging Act of 1970. No drugs or biologicals shall be dispensed to patients from containers not properly, completely, or legibly labeled.

Schedule II Drugs/Controlled Substances: Controlled substances are kept only in the Pharmacy



CHIEF EXECUTIVE OFFICER Date: 5-19-15



CHIEF MEDICAL OFFICER Date: 05/20/15



CHIEF DENTAL OFFICER Date: 6/22/15



CHAIR, BOARD OF DIRECTORS Date: 5-19-15

Date: 10/24/2007
Approved – Policy/Compliance Committee

Date: November 1, 2007
Approved - Board of Directors

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