

# LAC+USC MEDICAL CENTER

## DEPARTMENT OF NURSING SERVICES POLICY

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Subject: <b>MANAGEMENT OF MEDICATIONS</b>		Original Issue Date: 08/91	Policy # <b>921</b>
		Supersedes: 03/18	Effective Date: 2/22
Departments Consulted: Pharmacy Services	Reviewed & Approved by: Professional Practice Committee Nurse Executive Council Pharmacy & Therapeutics Committee Attending Staff Association Executive Committee	Approved by:  (signature on file) Nancy Blake Chief Nursing Officer	

### PURPOSE

To describe the processes utilized for the storage, return of medications and the use of multi-dose parenteral medication vials.

### POLICY

Pharmaceuticals stored through the LAC+USC Medical Center shall be under the supervision of the Pharmacy Department and must be stored under appropriate conditions of sanitation, temperature, light, moisture, ventilation, security, and segregation.

#### **Storage of Drugs**

- Internal and external drugs shall be stored separately.
- Poison-labeled drugs shall be separated from all other drugs.
- Biologicals shall be stored in special refrigerators.
- Temperature range is between 2.2 ° - 7.7 °C (36°-46° F).

#### Use of Multi-Dose Medications

##### **A. Parenteral**

- All multi-dose vials containing parenteral medications shall have a discard date documented on the vial at the time of opening. The discard date shall be 28 days after opening the vial.
- Pharmacy will write the expiration date on regular / NPH insulin vials prior to dispensing to nursing staff.

**Exception:** Discard per the manufacturer's expiration date if it is less than 28 days

- The multi-dose vial should be discarded immediately if the following is present:
  - Medication is discolored
  - Medication is contaminated
  - If the "stopper" is damaged or appears to be leaking
  - If the vial is "cracked" or "leaking"

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- Viaflex Parenteral containers may be stored at room temperature out of their over wrap for the time period not exceeding fifteen (15) days for fifty (50) ml containers and thirty (30) days for one hundred (100) ml or greater containers.

**B. Topical and Ophthalmic Medications**

All lotions, creams, ointments, and eye drops shall have a discard date documented on the medication at the time of opening. The discard date shall be 28 days after opening.

**Exception:** Discard per the manufacturer's expiration date if it is less than **28 days**.

Return of Drugs

Drugs should be returned to the Pharmacy for the following reasons:

- Outdated (the expiration date on the drug is the last day of the month) when only the month and year are indicated
- Damaged, improperly labeled
- Discolored, deteriorated, contaminated
- Discharge medications not received by patient must be returned immediately (when pharmacy is open)
- Drug recall, overstocked, deleted from formulary (refrigerated drugs not outdated must be hand carried to Pharmacy)
- Discontinued prescribed medications
- Drugs brought to hospital by patient
- Overstocked
- Controlled substances that have not been used for six (6) months or longer shall be returned to the Controlled Drug Pharmacy utilizing the "Universal Drug Action U" form #747.

All other returned drugs are to be sent to the Pharmacy Service Building accompanied by a U-form.

Disposal of Medications

Medications shall be disposed of per Department of Pharmacy Policy # 219, Handling of Expired, Deteriorated, Discontinued, Recalled, or Otherwise Unwanted Drugs

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**REFERENCE**

Pharmacy Department Policy and Procedure Manual  
 Pharmacy Policy #219- Handling of Expired, Deteriorated, Discontinued, Recalled or Otherwise Unwanted Drugs

**REVISION DATES**

92, 93, 94, 95, 96, 98, 04/00, 12/01, 03/02, 08/03, 12/03, 06/04, 04/05, 11/08, 09/10, 06/12, 05/16, 07/17, 03/18, 2/22