

**POLICY AND PROCEDURE MANUAL  
PHARMACY SERVICES**

CODE: 1.33.0  
DATE: 12/20/84  
REVISED: 4/19/22  
APPROVED: Thinkh Tran, Pharm. D.  
PAGES: 1 of 2

SECTION: DEPARTMENT OF PHARMACY SERVICES  
SUBJECT: DRUG THERAPY EVALUATION/DOCUMENTATION

---

POLICY

Pharmacists will evaluate all orders prior to dispensing medication.

PROCEDURE

A. The pharmacist will function as an interdisciplinary team member by assessing and evaluating the appropriateness of drug therapy. All orders that are received by the pharmacy department, whether in the in-patient setting as physician orders, or in the out-patient setting as prescriptions, will be evaluated on therapy and patient safety criteria, which include:

1. Appropriate indication.
2. Appropriate dose and dosage intervals.
3. Potential drug-drug interaction.
4. Potential drug-disease interaction.
5. Duplicate therapy
6. Allergies or sensitivities
7. Drug-food interactions

If there is any doubt as to the appropriateness and completeness of any order of clarification for a patient, the pharmacist must exercise sound professional judgment to the order. Irregularities are resolved promptly with the prescribing practitioner and when appropriate, with notification of the Nursing Department/Service

Reviewed: 4/28/14bj, 11/14/2018bdk, 4/19/2022 TT

Approved By: 

**POLICY AND PROCEDURE MANUAL  
PHARMACY SERVICES**

CODE: 1.33.0  
DATE: 12/20/84  
REVISED: 4/19/22  
APPROVED: Tinh Tran, Pharm. D.  
PAGES: 2 of 2

SECTION: DEPARTMENT OF PHARMACY SERVICES

SUBJECT: DRUG THERAPY EVALUATION/DOCUMENTATION

---

and Administration.

- B. In evaluating drug therapy, pharmacist must also monitor for approved abbreviations and the avoidance of leading decimal points. If a pharmacist encounters an unapproved abbreviation, a leading decimal point, or trailing zero after the decimal point, the pharmacist will contact the prescriber for clarification, in addition to providing education as to the potential harm associated with the use of such nomenclature.
- C. If a pharmacist's inquiry resulted in a change on an order, then the changed order is to be deleted and re-entered into the patient's electronic health record. In the out-patient setting the prescription received must indicate the corrected order, the prescriber that authorized the change, and the pharmacist's initials.
- D. In-Patient pharmacists must review the prescriber's order and corrections must immediately relayed to the prescriber and corrections entered into the patient's electronic health record.
- E. In carrying out the drug therapy evaluation, patient profiles are developed, prescription and narcotic files are maintained. All records are retained as mandated by Federal and State rules and regulations.
- F. When reporting, the confidentiality of patient and medical staff information is maintained with the use of the patient's FIN (not name), and medical staff dictation number.