

**POLICY AND PROCEDURE MANUAL
PHARMACY SERVICES**

CODE: 1.11.0
DATE: 6/11/96
REVISED: 1/24/17, 4/19/22

SECTION: DEPARTMENT OF PHARMACY

APPROVED: Tinh Tran, Pharm. D

SUBJECT: REFRIGERATION/FREEZER CONTROL

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POLICY

The Pharmacy equipment inventory includes both refrigerators for storage of pharmaceuticals and biologicals and freezers for the storage of frozen medications. Pharmacists are responsible for ensuring that temperatures for each unit are recorded daily during hours of operation. An acceptable temperature range is indicated on each temperature log, any deviation from this range is responded to immediately through the contacting of Rancho's Facilities Management department, and the Pharmacy Director or Pharmacy Supervisor

PROCEDURE

A. Refrigerator

1. Each primary medication refrigerator is connected to an emergency power outlet.
2. A designated pharmacist or delegate will record the temperature reading daily on a medication refrigerator temperature log and twice daily for refrigerators with vaccines, which is posted on each primary refrigerator in the Inpatient Pharmacy. A digital thermometer with memory capacity is located in each refrigerator in the Outpatient Pharmacy. These thermometers assist in judging whether a *critical temperature has been exceeded. Viewed at the end of the day prior to a weekend or a holiday and at the beginning of the day after a weekend or a holiday, any perceptible change outside of the *critical temperature would require immediate transfer of the medications to an operable refrigerator, calling Facilities Management, and reporting to the supervisor of the respective Pharmacy for follow-up [see 5. below]. The weekend range will be recorded on the refrigerator log on the first day the area is open for business. If the weekend temperature is found to be out of range, disposition of the medications will be decided by the Pharmacy Supervisor.
3. All refrigerators must have safety electrical / mechanical check stickers, the initial of the person who checked the refrigerator, and the date of the check. On an annual basis the refrigerators will be checked for electrical / mechanical safety.
4. Medication refrigerators contain only medications as appropriate; no foods or beverages. In the event of a deviation in temperature above or below the designated range of 2-8 ° C (35-46 ° F), the designated pharmacy personnel will contact Facilities Management at Ext. 57600 during normal work days and hours, the operator after-hours, weekends, and holidays, and a Pharmacy Supervisor or the Pharmacy Director. The refrigerators are also connected to an alarm system. The operator will contact Facilities Management / Refrigeration as well as the Pharmacy Director or Pharmacy Supervisor if the temperature exceeds the critical temperature.
5. Primary refrigerator failure will require transfer of pharmaceuticals to a backup refrigerator

Reviewed: 4/6/16bj, 7/30/2018bdk, 4/19/2022 TT

Approved By: 

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located in the Inpatient Pharmacy.

B. Freezer

1. Each primary medication freezer is connected to an emergency power outlet.
2. A designated pharmacist or delegate will record the temperature reading daily on a medication freezer temperature log and twice daily for freezers with vaccines, which is posted on each primary freezer in the Inpatient Pharmacy.
3. All freezers must have safety electrical / mechanical check stickers, the initial of the person who checked the freezer, and the date of the check. On an annual basis the freezers will be checked for electrical / mechanical safety.
4. Medication freezers contain only medications as appropriate, no foods.
5. In the event of a deviation in temperature above the designated range of -25 to -10°C, the designated pharmacy personnel will contact Facilities Management at Ext. 57600 during normal work days and hours, the operator after-hours, weekends and holidays, and a Pharmacy Supervisor or the Pharmacy Director. The freezers are also connected to an alarm system. The operator will contact Facilities Management/Refrigeration as well as the Pharmacy Director or Pharmacy Supervisor if the temperature exceeds -25 to -10°C.
6. Primary freezer failure will require transfer of pharmaceuticals to a backup freezer located in the Inpatient Pharmacy.

* the critical temperature is any temperature outside the range of 2-8 degrees C (35-46°F)