



**POLICY AND PROCEDURE MANUAL
PHARMACY SERVICES**

SECTION: **PROCUREMENT**

SUBJECT: **DRUG SHORTAGES**

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POLICY

Address drug shortages that affect the facility and an approved protocol that will be implemented to address the critical drug shortage(s).

PROCEDURE

- 1 On a monthly basis, the DHS Pharmacy Affairs Department will send a “Drug Shortage Bulletin” listing all the current drug shortages. The bulletin will include a grid that will include the drug name, dose, dosage form, reason for the shortage, estimated length of the shortage, severity of shortage, and alternative medication(s) available.
- 2 The Pharmacy Department will also prepare a summary report of critical drug shortages that affect the facility. The summary report will be based on Rancho’s usage and current supply on hand in the Pharmacy.
- 3 The drug shortage grid and drug summary report will be communicated to the Department Chairs, Nursing, Pharmacy, and other affected departments on a monthly basis.
- 4 The summary report will be reported at the P&T Committee meeting on a monthly basis. The P&T Committee will determine if the drug shortage is critical and warrants further action that may include forming a panel consisting of subject matter experts from Rancho to determine an alternate medication or recommendations from other sources, such as the American Society of Health System Pharmacists (ASHP) Drug Shortages website.
 - a Prior to forming the panel, Rancho’s P&T Committee will notify DHS about the critical drug shortage at the facility level and inquire if there are any actions or resources that DHS has to minimize or resolve the shortage.
 - b Once an alternative medication is identified, the P&T Committee will communicate the selected medication to the Department Chairs, Nursing, Pharmacy, and other affected departments.
- 5 When a critical level is reached, resolution of the critical drug shortages will be communicated by the Pharmacy Department to the Department Chairs, Nursing, Pharmacy, and other affected departments.

Reviewed: 7/8/2014bdk, 4/07/2016bdk, 4/19/2022 TT

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