RANCHO LOS AMIGOS
NATIONAL REHABILITATION CENTER

POLICY AND PROCEDURE MANUAL	CODE: 7.11.0
PHARMACY SERVICES	DATE: 1/5/82
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SECTION: **PROCUREMENT**	APPROVED: Thinh Tran, Pharm.D.
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SUBJECT: **RETURNS AND CREDITS**

POLICY

In-date drugs returned from units, clinics, or the Pharmacies are to be reissued and used, after being inspected by Pharmacy, before going out-of-date. Out-of-date drugs returned from the units, clinics, or Pharmacies are to be returned to the vendor for credit or exchange.

PROCEDURE

A   In-Date Drugs
  1   Returned drugs should be inspected for tampering, legibility of information (drug name, dose, manufacturer, lot number, and expiration date), and condition prior to re-use.

B   Out-of-Date Drugs
  1   Out-of-date drugs will be removed from the area
  2   The out-of-date drugs will be separated from usable drugs and sent to the Inpatient Pharmacy for disposition.

C   Outdated and Unusable Drugs
  1   The Inpatient Pharmacy will have a designated area for the segregation of outdated and unusable drugs from usable stock. These drugs must be stored at these areas pending their proper disposition and labeled not for re-use or language to that effect.
  2   Outdated and unusable drugs will be sorted and logged; the records will be kept on file for 3 years.
  3   Disposition of outdated and unusable drugs will be handled in accordance with all applicable city, state, and federal regulations. If there is any question to the proper method, appropriate inquiries will be made to the regulatory agency or consultant.

Reviewed: 4/07/2016bdk, 12/27/2018bdk, 4/19/2022 TT

Approved By:

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4	Outdated, deleted from the formulary, and recalled medications are to be processed by the designated waste management company for return, credit, or disposal.
5	Credit will be issued through the wholesaler.