



Department of Pharmacy POLICY AND PROCEDURE

POLICY NUMBER: 905
VERSION: 2

SUBJECT: Receiving, Storage, Handling of IV Solutions

POLICY:

Staff involved in receiving, storage, handling, and dispensing IV solutions shall ensure the integrity and quality of these products.

PROCEDURE:

The following guidelines are for the receiving, storage and handling of all IV solution large volume parenterals, piggyback containers, etc.

1. A stock of I.V. solutions will be kept in the I.V. storage area for Pharmacy use.
2. All shipping cartons or packages containing these products are received, opened, and stored in the I.V. storage area. No such package or carton is allowed in the I.V. Admixture Room.
3. After receiving, all packages and cartons are inspected for the following:
 - a. Watermarks indicating container breakage.
 - b. Carton crushing, breaks, etc., which could cause less visible damage to the container.
4. After opening cartons and packages, individual components are inspected for:
 - a. Crystals, cracks, or dents on the outside of the container.
 - b. Incompleteness for the products, such as missing labels, hangars, tamperproof seals, etc.
 - c. Gross deterioration of the product, such as discoloration, mold growth, leaking, etc.
 - d. Proper labeling and dating of the containers; carton and product labeling match; reasonable expiration date
5. Proper handling techniques and storage conditions are exercised during receiving of these products by the receiving department before placed into inventory.

6. After the products have been unpackaged and inspected, they are immediately stored under appropriate conditions, per manufacturer recommendation:
 - a. Refrigeration
 - b. Protection again extremes of heat, cold and freezing, when indicated
 - c. Proper light conditions

7. A stock rotation of all I.V. products is maintained in the I.V. storage area; per expiration date.

8. Do not remove I.V. solutions from their plastic outer over-wrap until ready for use. Use all I.V. solutions promptly after the outer-wrap is opened. After removing the outer-wrap, I.V. bags should be dated and initialed.
 - a. I.V. solutions that are 50cc or less should be discarded in 15 days.
 - b. I.V. solutions that are 100cc or greater should be discarded in 30 days.

Approved By: Romina Panoussi (PHARMACY SERVICES CHIEF II)	
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