

High Desert Health System Ambulatory Care Clinic Inspection Record

Clinic Location:	Date:	Charge Nurse/Nurse Manager : Pharmacy Audit Team:
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Revised 12/28/12

Page 1

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Inspection Area	Criteria	Y e s	N o	Inspection Remarks and/or Violations:
EMERGENCY SUPPLIES <ul style="list-style-type: none"> • Emergency Crash Cart • Emergency Kit • Restricted Floor Stock • Tray for Crash Cart • MERB • Needlestick kit • Antidote kit 	1. Emergency Cart/Kits secured (locked with tamper resistant device)	<input type="checkbox"/>	<input type="checkbox"/>	
	2. List of Cart/Kit medications posted on the outside of the cart/kit.	<input type="checkbox"/>	<input type="checkbox"/>	
	3. Cart/ Kit in Clean condition and fully operational	<input type="checkbox"/>	<input type="checkbox"/>	
	4. Readily retrievable documentation of earliest to expire drug	<input type="checkbox"/>	<input type="checkbox"/>	
	5. Expired drugs removed from crash cart before expiration date	<input type="checkbox"/>	<input type="checkbox"/>	
Medicine Room / Utility Room* <i>*For areas with Pyxis medication storage system, see Pyxis MedStation Section below</i>	6. Medication storage areas (medication and utility room) locked and secured	<input type="checkbox"/>	<input type="checkbox"/>	
	7. Clinic stock medication list posted in the medication room	<input type="checkbox"/>	<input type="checkbox"/>	
	8. Only approved medications in stock.	<input type="checkbox"/>	<input type="checkbox"/>	
	9. No personal items stored under the sink. Only approved environmental cleaning agent in a closed bottle is acceptable	<input type="checkbox"/>	<input type="checkbox"/>	
	10. No Outdated, recalled, deteriorated, broken, contaminated, unlabeled or mislabeled drugs	<input type="checkbox"/>	<input type="checkbox"/>	
	11. Opened multi-dose vials dated with expiration date	<input type="checkbox"/>	<input type="checkbox"/>	
	12. Medicine Room uncluttered and clean	<input type="checkbox"/>	<input type="checkbox"/>	
	13. Internal/External medications stored separately	<input type="checkbox"/>	<input type="checkbox"/>	
	14. There are no sample drug present	<input type="checkbox"/>	<input type="checkbox"/>	
	15. Antiseptics and cleaning solutions are properly labeled	<input type="checkbox"/>	<input type="checkbox"/>	
	16. Flammable and combustible substance are properly stored	<input type="checkbox"/>	<input type="checkbox"/>	
	17. Drugs requiring special storage conditions are properly stored (i.e. Protected from light or refrigerated).	<input type="checkbox"/>	<input type="checkbox"/>	
	18. Single dose vial once opened are not present at the end of the shift	<input type="checkbox"/>	<input type="checkbox"/>	
	19. There are no opened bottles of Nitroglycerin more than 6 months from date of opening/ or manufacturers expiration date whichever comes first	<input type="checkbox"/>	<input type="checkbox"/>	
	20. There are no blood and urine sugar reagent stick (i.e. glucose test) present after 6 months from the date opened or manufacturer's expiration date whichever comes first.	<input type="checkbox"/>	<input type="checkbox"/>	
	21. Reconstituted drugs are labeled with expiration date and concentration.	<input type="checkbox"/>	<input type="checkbox"/>	
22. There are no drugs stored in the clinic without being accurately identified and labeled with lot numbers, expiration date and cautionary statement when needed	<input type="checkbox"/>	<input type="checkbox"/>		
23. Stickers are posted in the bins for Sound-alike, Look-alike medications (Dobutamine/dopamine, Hydralazine/Hydroxyzine, Ephedrine/Epinephrine, Hydromorphone/Morphine, Heparin/Hespan, Phentolamine/Phenylephrine)	<input type="checkbox"/>	<input type="checkbox"/>		
24. Stickers are posted for Black Box Warning Medication Check list (Ciprofloxacin, Enoxaparin, Levofloxacin, Metformin, Acetaminophen, Dalteparin, Ketoralac, Amiodarone, Fentanyl patch, Hydromorphone, Morphine ER, Midazolam)	<input type="checkbox"/>	<input type="checkbox"/>		
25. Stickers are posted for High alert Medications (Heparin, Insulin, Chemotherapy agents)	<input type="checkbox"/>	<input type="checkbox"/>		

Record Findings. Give a copy to unit supervisor. Deficiencies should be corrected as soon as possible. Please verify that all deficiencies from previous inspection have been corrected.

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	26. Controlled Substance are securely stored and accurately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	
	27. The following are displayed: <ul style="list-style-type: none"> • Metric Apothecaries' weight and measure conversion chart • Poison Control Information Center Telephone Number 	<input type="checkbox"/>	<input type="checkbox"/>	
	28. All displayed information or chart on medications are up-to-date and present accurate information	<input type="checkbox"/>	<input type="checkbox"/>	
	29. The following are readily available: <ul style="list-style-type: none"> Emergency Drugs Formulary Expiration date of opened pharmaceutical containers 	<input type="checkbox"/>	<input type="checkbox"/>	
Pyxis MedStation	30. Pyxis MedStation in proper operating condition (fully functional), operation manual, override list of medications readily available	<input type="checkbox"/>	<input type="checkbox"/>	
	31. Pyxis MedStation free of unauthorized items on work surface (NO liquids on top of MedStation)	<input type="checkbox"/>	<input type="checkbox"/>	
	32. Drug discrepancy resolved in timely manner (resolved by end of shift)	<input type="checkbox"/>	<input type="checkbox"/>	
	33. Proper amount of medications available for patient administration (Stock out Report)	<input type="checkbox"/>	<input type="checkbox"/>	
	34. Check outdates and perform narcotic inventory			
Refrigerator	35. The refrigerator temperature is between 2 and 8 C (35 and 46 degrees F). The freezer temperature is negative 15 degrees C (5 degrees F or below), Temperature checked daily, or twice daily if vaccine is present.	<input type="checkbox"/>	<input type="checkbox"/>	
	36. Expired drugs removed from refrigerator	<input type="checkbox"/>	<input type="checkbox"/>	
	37. Opened vials dated with expiration date	<input type="checkbox"/>	<input type="checkbox"/>	
	38. A digital thermometer is present in each drug refrigerator and is working properly, and a separate thermometer is present in the freezer if medication is stored there <ul style="list-style-type: none"> • If refrigerator/freezer contains vaccines, 2 thermometers must be used (one must be digital) • Thermometers are placed in the central area of refrigerator/freezer 	<input type="checkbox"/>	<input type="checkbox"/>	
	39. NO medications (including vaccines) stored in the refrigerator door	<input type="checkbox"/>	<input type="checkbox"/>	
	40. The refrigerator is clean and free of excessive frost.			
	41. There is no food or other non –drug item/s stored in the refrigerator	<input type="checkbox"/>	<input type="checkbox"/>	
Others	42. No other miscellaneous observation(s) requiring follow-up by Nursing	<input type="checkbox"/>	<input type="checkbox"/>	
Nursing Manager, Educator and/or Charge Nurse	Nursing personnel is informed of deficiency after completion of inspection. Written report is sent to nurse manager	<input type="checkbox"/>	<input type="checkbox"/>	

Revised 12/28/12

Page 2