

<b>Policy Title:</b>	<b>WHO MAY PREPARE AND DISPENSE MEDICATIONS IN THE PHARMACY</b>		
<b>Category:</b>	10 - Medication Management	<b>Policy No.:</b>	1038
<b>Originally Issued:</b>	4/4/2013	<b>Update (U)/Revised (R):</b>	10/25/2016
<b>Distribution:</b>	<b>Hospital-Wide</b> <input checked="" type="checkbox"/>	<b>If not Hospital-Wide, Other:</b>	

**PURPOSE:**

Define pharmacy personnel responsibilities regarding who may prepare and dispense medications.

**DEFINITION(S):**

None

**POLICY:**

A pharmacist is responsible for ensuring that all medications are properly stored, prepared, labeled, and dispensed in compliance with all applicable laws policies and standards.

**PROCEDURE:**

Drug preparation and dispensing are restricted to a licensed pharmacist, or to his/her designee, who is under the direct supervision of the pharmacist.

1. A pharmacist reviews the prescriber's order, or a direct copy thereof, and the patient's profile before the initial dose of medication is dispensed (with the exception of emergency orders when time does not permit). The pharmacist will contact the prescriber if drug orders are not complete, unclear or questionable.
2. The pharmacist will enter the intervention into the Cerner intervention software system for documentation. Data from the interventions will be aggregated and reviewed by MUE and acted upon, as appropriately, in the Medication Safety Committee.
3. The pharmacist is responsible for the accurate preparation, labeling, storage, and dispensing of patient medications in a timely manner.
4. A pharmacy technician may perform packaging, manipulative, repetitive, or other non-discretionary tasks, while assisting, and while under the direct supervision and control of a pharmacist. All pharmacy technician medication preparations MUST be verified for accuracy by a pharmacist, PRIOR to dispensing to a patient and/or nursing unit. A pharmacy technician may not perform any act requiring the exercise of professional judgment by a pharmacist.

5. A pharmacy intern may perform all functions of a pharmacist at the discretion of and under the direct supervision and control of a pharmacist, whose license is in good standing with the Board of Pharmacy. The pharmacist supervising an intern pharmacist shall be responsible for all professional activities performed by the intern under his or her supervision.
6. Medications are to be dispensed in a timely manner to meet the patient needs.
7. Pharmacy filled nursing unit/clinic stock orders and Pyxis® refill medication orders are to be reviewed and checked for accuracy by a pharmacist prior to distribution to nursing unit/clinic and/or the restocking of nursing unit Pyxis® devices. (Refer to Pharmacy Policy 503, Floor Stock Drug Distribution.)

**ATTACHMENTS/FORMS:**

None

**REFERENCE(S)/AUTHORITY:**

None

**APPROVED BY:**

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