


NH DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE DIRECTIVE	CHAPTER <u>Health Services</u> STATEMENT NUMBER <u>6.70</u>
SUBJECT: <b>MEDICATION STORAGE INSPECTIONS</b>  PROPONENT: <u>Paula Mattis, Administrative Director</u> <i>Name/Title</i> <u>Medical/Forensic Services 271-3707</u> <i>Office Phone #</i>	EFFECTIVE DATE <u>09/15/2020</u> REVIEW DATE <u>09/15/2023</u> SUPERSEDES PPD# <u>6.70</u> DATED <u>03/15/13</u>
ISSUING OFFICER:   <i>Helen E. Hanks, Commissioner</i>	DIRECTOR'S INITIALS: _____ DATE: _____ APPENDIX ATTACHED: YES _____ NO _____
REFERENCE NO: See reference section on last page of PPD.	

- (a) **PURPOSE:**  
To provide monthly inspections of all areas where medications are stored, focusing on organization, safety, quality control, neatness of area, and use of proper procedures concerning medication storage.
- (b) **APPLICABILITY:**  
To all healthcare staff
- (c) **POLICY:**  
It is the policy of the Department to be in compliance with the NH Board of Pharmacy standards.
- (d) **PROCEDURE:**
1. Monthly inspections will be conducted of medication storage areas, that are under the direct observation of pharmacy, by the Chief Pharmacist or designee.
  2. All audits shall be performed using the "Monthly Medication Area Inspection Log" (see Attachment 1).
  3. Completed forms shall be returned to the Chief Pharmacist.
  4. The Chief Pharmacist will keep electronic copies of all Monthly Medication Area Inspection Logs for a period of two years from the date of the inspection.
  5. Completed Monthly Medication Area Inspection Logs will be reviewed at each pharmacy and therapeutics meeting for action and resolution.

REFERENCES:

New Hampshire Board of Pharmacy Current Rules Ph 100-2000  
 CHAPTER Ph 700 STANDARDS OF PRACTICE - Ph 709.04 Drug Security

Standards for Health Services in Prisons  
 National Commission on Correctional Healthcare 2018 Edition P-D-01