



**Patient Care Area Pharmacy Inspection Check List
Genesis Medical Center**

Date: _____

Location: _____

Complete inspection form and document findings. Re-evaluate the need of outdated medications found with RN Manager or designee. Obtain signature of RN Manager or Charge Nurse prior to leaving the unit. Provide a copy of the unit inspection to the RN Manager. Pharmacist Liaison to evaluate the findings and take action to correct deficiencies and improve the system as soon as possible. Report unresolved deficiencies to Pharmacy Manager or designee.

	Yes	No	N/A
1. The area is clean, neat and well organized.			
2. Only authorized drugs and supplies are present. Discontinued drugs and drugs dispensed to discharged patients are returned to the pharmacy.			
3. Drug samples, if present, are controlled in accordance with the facility's policy			
4. Drugs brought into the facility by patients are sent home or stored according to policy.			
5. Patients' personal drugs (i.e., drugs brought from home) have been authorized for use, if applicable.			
6. Disinfectants and products for external use are stored separately from products for internal use.			
7. Antiseptics and cleaning solutions are properly labeled.			
8. Flammable and combustible substances are properly stored.			
9. Drugs requiring special storage conditions are properly stored (e.g. protected from light, refrigerated).			
10. Area is free of expired, recalled, deteriorated, broken, contaminated, unlabeled, or mislabeled drugs.			
11. Area is free of all IV fluids stored out of the manufacturers' protective overwrap. Discard IV fluid, if "No"			
12. Audible digital thermometer/continuous temperature tag with remote monitoring/alarming capabilities is present on each refrigerator and refrigerator is plugged into emergency power.			
13. The refrigerator temperature is between 2° and 8° C (36° and 46°F) and the alarm setting is in the "ON" position.			
14. Warmers – continuous digital monitors with alarms will be present and will be in the "ON" position. Current temperature is within defined range and no outdated medications are found in the warmer.			
15. The refrigerator is clean and free of excess frost.			
16. No food or other non-drug items are stored in the refrigerator (or refrigerated drugs are stored in a separate compartment from food and other non-drug items).			
17. Single-use vials and Multiple dose vials of drugs are not reused (exception, patient specific insulin vials).			
18. Reconstituted drugs are labeled with the date they were reconstituted and/or the date beyond which they should not be used.			
19. Medications are properly labeled with concentration/date/exp. date, when applicable.			
20. All medications (including floor stock) and medication carts are locked or kept in a secure area or under constant surveillance.			
21. Drawers of the cart, or contents in the drawers, are labeled with at least the patient's name, location.			
22. Drugs dispensed to patients are accurately identified and labeled with, expiration dates, and cautionary statements, when needed.			
23. Area does not stock unapproved floor stock medications (i.e. insulin, high concentrated electrolyte solutions, neuromuscular blockers).			
24. Sound alike Look alike medications are segregated. If stored outside AMD's, they are stored in a red sub-container and labeled "High Alert/High Risk". (Includes injectable contrasting agents).			
25. Controlled substances are securely stored per policy.			
26. Narcotic cabinet key available from nurse <i>only</i> and key log updated, or keys secured in AMD's.			
27. Match outstanding Proof of Use receipts with current accountability record on the PCA.			
28. If applicable, AMD's do not have control substance discrepancy.			
29. Emergency code carts are sealed or intact, and cart is in date.			
30. Investigational drugs are stored and records are maintained according to hospital policy.			
31. The following are displayed or readily available: a. Metric/apothecaries' weight and measure conversion chart, IV compatibility chart b. Poison control information center telephone number c. Current List of Approved Floor Stock Meds			
32. Clean insides of all Omni Suppliers annually in 4th quarter of the calendar year (September, October, November, December).			
33. PHI (personal health information) was NOT found in waste bins			

Inspected by: _____ RN Manager or Charge Nurse Signature: _____

COMMENTS/NOTES ON THE FINDINGS (use reverse side if more space is needed):