

STATE OF OHIO



DEPARTMENT OF REHABILITATION  
AND CORRECTION

SUBJECT: Pharmacy Services	Page 1 of 3
	SECTION: 68-MED-11
RULE/CODE REFERENCE: ORC/OAC: 4729.5.02; 4729.5.05; 4729.5.06; 4729.5.11; 4729.5.15; 4729.5.25; 4729.9.11; 4729.12; 4726.83; 4729.55	SUPERSEDES: 68-MED-11 DATED: 7/22/04
RELATED ACA STANDARDS: 4-4378	EFFECTIVE DATE: July 1, 2007
RELATED AUDIT STANDARDS:	APPROVED:  <i>Tony J. Collins</i>

**I. AUTHORITY**

This policy is issued in compliance with Ohio Revised Code Section 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

**II. PURPOSE**

The purpose of this policy is to establish standard procedural guidelines for the management of pharmaceuticals and the provision of pharmacy services within the Department of Rehabilitation and Correction.

**III. APPLICABILITY**

This policy applies to all persons employed by or under contract with the Department of Rehabilitation and Correction, and specifically to all those persons involved directly or indirectly with the provision of pharmacy services within the Department.

**IV. DEFINITIONS**

DRC Pharmacy and Therapeutics Committee: An interdisciplinary professional group formed to address procedural, clinical, and therapeutic issues related to the provision of pharmaceutical services.

Pharmacy Services Requirements Protocols: Comprehensive directives that detail practices and procedures for pharmacy staff within the Department of Rehabilitation and Correction.

**V. POLICY**

It is the policy of the Department of Rehabilitation and Correction to provide for the proper management of pharmaceuticals, in compliance with federal and state law, to meet the needs of the Department and the inmates under its supervision.

**VI. PROCEDURES**

- A. The Pharmacy and Therapeutics Committee of the Department of Rehabilitation and Correction (DRC), under the direction of the DRC Medical Director, shall assist in and provide guidance related to the establishment of standardized methods of delivering pharmaceutical services to the Department and maintenance of Pharmacy Policy and Protocols.
1. The Pharmacy Protocols shall establish a standard and uniform method of delivery of appropriate pharmaceutical services with the Department.
  2. The Pharmacy Protocols shall be reviewed annually, updated as necessary, and distributed to every institution to ensure its availability to all applicable employees.
- B. The Pharmacy Policy and Protocols shall include, but not be limited to, the following:
1. 68-MED-11, Pharmacy Services;
  2. Summaries of applicable laws and administrative rules relevant to pharmacy services; and
  3. Pharmacy services protocols
- C. The Pharmacy Protocols shall address the areas of:
1. A formulary specifically developed for the Department and its institutions and a formalized process for obtaining non-formulary medications, as outlined in protocol E-2, Pharmacy Administrative Operations;
  2. Acceptable prescription practices, including requirements that:
    - a. Psychotropic medications are prescribed only when clinically indicated as one facet of a program of therapy, as outlined in protocol E-4, Pharmacy Distribution & Dispensing Operations;
    - b. Stop order time periods are required for all medications, as outlined in protocol E-4, Pharmacy Distribution & Dispensing Operations;
    - c. The prescribing provider re-evaluates a prescription prior to its renewal, as outlined in protocol E-4, Pharmacy Distribution & Dispensing Operations;
  3. Procedures for medication receipt, storage, dispensing, administration, and disposal as outlined in protocol E-3, Pharmacy Inventory Management Operations;
  4. Maximum security storage, as outlined in protocol E-3, pharmacy inventory management operations;
  5. Periodic inventory of all controlled substances, syringes, and needles, as outlined in protocol E-3, Pharmacy Inventory Management Operations;

6. Dispensing of medication in conformance with all appropriate federal and state laws, as outlined in protocol E-4, Pharmacy Distribution & Dispensing Operations;
  7. Accountability for administration and distribution of medication in a timely manner, according to the orders of the physician or advanced care provider whose licensure includes prescriptive authority, as outlined in protocol E-4, Pharmacy Distribution & Dispensing Operations, and protocol B-10, Medication Administration.
- D. Medications shall be administered by properly trained persons who are under the supervision of the health authority and the facility administrator or designee as outlined in Department Policy, 68-MED-01, Medical Services, and protocol B-10, Medication Administration.
- E. Except as authorized in this policy or in the Pharmacy Protocols, no institution shall implement institutional pharmacy policies and protocols without the prior approval of the DRC Medical Director.