

West Virginia Board of Pharmacy

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Charleston, West Virginia 25311

CHARITABLE PHARMACY INSPECTION REPORT

	E-Mail Address	Date
	Phone	Fax
	DEA License #	WVBOP #
	P.I.C.	License #
	Hours	

- | | |
|---|---|
| <p>1 Does the alarm system meet current Rules? NA__Y__N__
 15-1-14.7.2</p> <p>2 Does the alarm system have a back-up power source? NA__Y__N__
 15-1-14.7.2.2</p> <p>3 Are there barriers according to Rule including any windows? NA__Y__N__
 15-1-14.7(d).1</p> <p>4 Only authorized non-registered person(s) in prescription area? NA__Y__N__
 15-1-18.7</p> <p>5 Only R.Ph. or other authorized medical staff have key or code access to Rx area? NA__Y__N__
 15-1-14.7.3.1</p> <p>6 Is generic sign visible to the public? NA__Y__N__
 30-5-12b.(o)</p> <p>7 Are Rules of Professional Conduct posted in a conspicuous place? NA__Y__N__
 15-1-19.15</p> <p>8 Is the Pharmacy's Permit posted in a conspicuous place? NA__Y__N__
 15-1-14.3.3</p> <p>9 Are all pharmacist and pharmacy technician licenses posted? NA__Y__N__
 30-5-11</p> <p>10 Is a copy of the Combined Technician List and Confidentiality Statement posted? NA__Y__N__
 15-1-20.3.3.1
15-1-20.3.2.10</p> <p>11 Is there a proper sign available to post when a pharmacist is not on duty? NA__Y__N__
 15-1-14.7.4</p> <p>12 Are any outdated drugs found among shelf stock? Number found _____ NA__Y__N__
 15-1-19.9.2</p> <p>13 Are refrigerator temperatures all between 36 & 46 degrees F? NA__Y__N__
 15-1-15.1.2</p> <p>14 List refrigerator temperatures:</p> <p>15 Are freezer temperatures between -4 and 14 degrees F? NA__Y__N__
 15-1-15.1.2</p> <p>16 List the freezer temperatures:</p> <p>17 Is the pharmacy area temperature controlled and between 59 and 77 F? NA__Y__N__
 15-1-15.1.2</p> <p>18 What is the pharmacy area current temperature?</p> <p>19 Is the prescription counter clean and dust free? NA__Y__N__
 15-1-18.2</p> <p>20 Is the prescription counter only used for prescription preparation? NA__Y__N__
 15-1-18.2</p> <p>21 Is the prescription preparation room clean, orderly and dust free? NA__Y__N__
 15-1-18.5</p> <p>22</p> | <p>23 Is the sink used only for cleaning hands and equipment? NA__Y__N__
 15-1-18.3</p> <p>24 Are pharmacists wearing white coats, lab jackets or smocks? NA__Y__N__
 15-1-18.4</p> <p>25 Do pharmacists have a proper name tag on their garment? NA__Y__N__
 15-1-18.4</p> <p>26 Are electronic prescription transmissions certified? NA__Y__N__
 15-1-21.1.7.b</p> <p>27 Do all prescriptions appear prescribed for a legitimate medical use? NA__Y__N__
 15-1-21.1</p> <p>28 Are telephoned prescriptions properly & completely documented? NA__Y__N__
 15-1-19.13.1</p> <p>29 Is the manufacturer shown on the prescription record file? NA__Y__N__
 30-5-12b(j)</p> <p>30 Is the dispensing pharmacist's initials recorded on the Rx record file? NA__Y__N__
 15-1-19.13.4</p> <p>31 Are the initials of all personnel who have worked on Rx recorded? NA__Y__N__
 15-1-19.13.4</p> <p>32 Is there any sign that prescriptions have been refilled after 12 months? NA__Y__N__
 15-1-10.3</p> <p>33 Does it appear that all CFPN and PA prescribing is according to Rules? NA__Y__N__
 11-1B-14.8</p> <p>34 Are complete patient profiles maintained on all patients? NA__Y__N__
 15-1-26.1</p> <p>35 Does the pharmacy maintain signed and complete daily Rx reports? NA__Y__N__
 15-1-15.2.6</p> <p>36 In lieu of a Daily Report does pharmacy maintain a proper log book? NA__Y__N__
 15-4-5.2.3</p> <p>37 Is one full year of dispensing records available online? NA__Y__N__
 15-4-5.2.3</p> <p>38 Can the pharmacy generate five full years of dispensing's on request? NA__Y__N__
 15-4-4</p> <p>39 No Returned drugs are utilized? NA__Y__N__
 15-4-4</p> <p>40 No misbranded drugs are on the premises? NA__Y__N__
 15-13-7.3</p> <p>41 Are appropriate records maintained on all donated drugs? NA__Y__N__
 15-13-7.4</p> <p>42 Is quarantined area kept and properly marked? NA__Y__N__
 15-13-6.2b</p> <p>43 Are outdated drugs disposed of in EPA approved methods? NA__Y__N__
 15-13-6.D</p> <p>44 Are samples dispensed in the manufacturer's original packaging? NA__Y__N__
 15-13-5.4.3a</p> |
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45	Are any drugs ever transferred to other authorized entities?	15-1-9.1.1	NA__Y__N__	68	No trainee has exceeded 15 months training plus 3 months for testing?	15-7-4.4(f)	NA__Y__N__
46	Is there sufficient compounding equipment available?	15-1-15.2.2	NA__Y__N__	69	All licensed technicians are wearing proper attire and name tags?	15-1-18.4	NA__Y__N__
47	Is there a sanitary method of measuring liquids?	15-1-15.2.1	NA__Y__N__	70	Does the pharmacy maintain writing duties for all technicians?	15-1-20.3.2	NA__Y__N__
48	Does the pharmacy have Board approved clinical reference materials?	Board Policy	NA__Y__N__	71	No technician is observed violating legally authorized duties?	15-7-5(1)	NA__Y__N__
49	Does the pharmacy have a current copy of WVBP Law and Rules?	15-1-15.2.8	NA__Y__N__	72	All technicians are directly supervised by the pharmacist on duty?	15-1-20.3.2.4	NA__Y__N__
50	Do prescription containers meet the FDA and USP requirements?	15-1-15.1.2	NA__Y__N__	73	Are PCTB techs or those licensed in other states also licensed in WV?	15-7-3.1.c	NA__Y__N__
51	Are proper closures used and documented if Non-Safety?	Consumer Protection	NA__Y__N__	74	Has an Interim PIC been utilized?	15-1-14.5.2	NA__Y__N__
52	Do the pharmacist's initials appear on the Rx label?	15-1-19.13.4	NA__Y__N__	75	Has the PIC seen current licenses of all current employees?	15-1-20.3.2.6	NA__Y__N__
53	Does the manufacturer's name and drug generic name appear on the Rx label?	30-5-12b(j)	NA__Y__N__	76	Does the pharmacy have an ongoing Quality Assurance program in place?	15-1-20.3.2.3	NA__Y__N__
54	If dispensed as equivalent does the Rx label show "Substituted for" "brand"?	15-1-22.1.4(i)1	NA__Y__N__	77	Are written reports prepared when dispensing errors occur?	Board Policy	NA__Y__N__
55	Does the Rx label show a beyond use date?	15-1-22.1.4(k)	NA__Y__N__	78	Are these reports formally discussed with prescription dept. personnel?	Board Policy	NA__Y__N__
56	Does the Rx label show the prescriber's name?	15-1-22.1.4.c	NA__Y__N__	79	Have any & all complaints about a pharmacist been sent to Board?	15-1-20.3.2.3	NA__Y__N__
57	Does the Rx label show proper title for mid-level practitioners?	Not currently required by Rule	NA__Y__N__	80	Has the Board been notified of any pharmacists recently discharged?	15-1-20.3.2.3	NA__Y__N__
58	Is a proper offer to counsel made on pickup of each new prescription?	15-1-19.13.6	NA__Y__N__	81	Has PIC notified permit holder of any & all violations of Law or Rules?	15-1-14.6.4	NA__Y__N__
59	How is "Offer to Counsel" documented on mailed or delivered Rx's.	15-1-19.13.6	NA__Y__N__	82	Is there documentation of such with a copy to Board office?	15-1-14.6.3	NA__Y__N__
60	Is the counseling area convenient to the pharmacist? (unless excused)	15-1-15.1.1	NA__Y__N__	83	If not, explain why?	15-1-20.3.2.2	
61	Is the counseling area private for the patient? (unless excused)	15-1-15.1.1	NA__Y__N__	84	Are CE certificates or records for all pharmacists available for inspection?	15-1-20.3.2.2	NA__Y__N__
62	Does this pharmacy employ technician trainees?		NA__Y__N__	85	Do pharmacists have 3 hours CE on drug diversion & WV statistics?	15-1-20.3.2.2	NA__Y__N__
63	Is an approved Technician Training Manual available?	15-1-20.3.2.4	NA__Y__N__	86	Do all pharmacists have at least 6 hours of live CE for reporting period?	15-3-4.3	NA__Y__N__
64	Is documentation of training by the P.I.C. available?	15-7-4.5	NA__Y__N__	87	Do all pharmacists have 30 or more hours of CE for reporting period?	15-3-4-1	NA__Y__N__
65	Are there written records that document the required elements?	15-7-4.5a.f	NA__Y__N__	88	Has clinic director certified claimed CE hours as correct?	15-13-8	NA__Y__N__
66	Do trainees wear proper attire?	15-1-18.4	NA__Y__N__	89			
67	Do trainees have a proper name tag?	15-7-6.2	NA__Y__N__	90			

91 Comments:

92 _____

93 _____

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Pharmacist-in-Charge

Date

Inspector

Date