

SUBJECT: **PHARMACEUTICAL SECURITY**
APPROVED BY: VP Acute Care Services _____
EFFECTIVE DATE: 2000 03 20
REVIEW / REVISED DATE: 2012 01 03

Purpose

To provide guidelines to community clinic staff so the pharmacy and its supplies are secured.

Policy/Standard

- All medications are stored in a locked pharmacy.
- Narcotics are in a double locked cabinet as per the Controlled Substance Act.
- During regular working hours the pharmacy keys will be in possession of the registered nurse who will be on call for the evening / night / weekend shift.
- The registered nurse who will be on call for the evening / night / weekend shift will secure the pharmacy keys at the end of the regular work day.
- The keys to the narcotic and controlled drugs are in a secure location in the pharmacy at all times.
- Access to the pharmacy is limited to:
 - Physicians
 - Registered Nurses
 - Other appropriate staff as delegated or those under direct supervision of registered nurse.

Materials Required:

Not Applicable.

Related Policies:

Community Clinics Policy F-6, Narcotics and Controlled Drugs.

Procedure:

Not Applicable.

Reference:

Controlled Drugs and Substance Act
<http://laws-lois.justice.gc.ca/eng/acts/C-38.8/>

Narcotics Control Regulations:
<http://laws.justice.gc.ca/eng/regulations/C.R.C., c. 1041/page-1.html>