

## SULLIVAN COUNTY PUBLIC HEALTH SERVICES

<p><b>POLICY:</b> Pharmacy Consultant</p> <p><b>PURPOSE:</b> Consultation services from a qualified pharmacist to assist in the development and compliance of policies and procedures for medications and biologics in the Diagnostic and Treatment Center</p> <p><b>RESPONSIBLE PARTY:</b> Public Health Director, Nursing Supervisor for D&amp;T, Pharmacy Consultant, HSAB</p>	<p>Original Approval: 6/2020</p> <p>Revised: _____</p>
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**NYSCRR 752-1.5 (b):** when medications and biologics are handled by personnel in the center in the absence of a pharmacy, there shall be consultation from a qualified pharmacist to assist in the development of policies and procedures for providing medications and biologics;

### PROCEDURE:

1. The Department will obtain the services of a pharmacist who is currently registered in good standing in New York State to act as pharmacy consultant
2. The administrative staff of the Public Health Director will verify the credentials and good standing of the pharmacy consultant prior to his/her service by checking the following sites:  
NYS Office of the Medicaid Inspector General at <http://www.omig.state.ny.us/providers> and US Department of Health and Human Services, Office of Inspector General at <http://exclusions.oig.hhs.gov/>, and the NYS Education Department Professional Misconduct Enforcement System at <http://www.op.nysed.gov/opd/rasearch.htm>.
3. New or revised medications and biologics policies and procedures will be developed with the assistance of the pharmacy consultant. This will be documented by the nursing supervisor on a tool developed for this purpose (see attachment 1).
4. New and edited policies for providing medications and biologics will be presented to the full Health Services Advisory Board (HSAB) for approval at its quarterly meetings.
5. Annually, the Pharmacy Consultant will accompany the D&T Supervising Nurse for a walkthrough and visual inspection of the pharmaceutical operations to ensure that biologics and medications are being received, processed and stored properly according to SCPHS Medications and Biologics Management Policy and state regulation. His or her findings will be presented to the Public Health Director, Nursing Management, and to the Health Services Advisory Board. Findings that need attention will be corrected and a re-inspection will be done within 30 days. (see attachments 2 and 3)

**D&T Center Medication and Biologic Policies and Procedures Pharmacy Consulting**

Name of Policy	Indicate: new or revision	Signature of nurse supervisor	Signature of pharmacy consultant	Date

**D&T Center Pharmacy Consultant On-Site Monitoring Tracking Tool**

<b>Date of Monitoring</b>	Signature of nurse supervisor	Signature of pharmacy consultant	Date of report to PHD and Nursing Management	Date presented to HSAB

Pharmacy Consultant Annual Monitoring Report:

On \_\_\_\_\_, I, \_\_\_\_\_ did an onsite walkthrough and reviewed the  
*Date Name and title*

current Medication and Biologics Policy and have found that Sullivan County Public Health Services

has/ has not substantively complied with its policy.  
*(circle one)*

*For any area that needs improvement, please list in detail below and recommend corrective action:*

#	Finding	Corrective Action Recommended	Date Action Taken	By:

*Reinspection in 30 days:*

#	Finding	Has Corrective Action Been Taken?	Yes	No	Signature of Pharmacy Consultant	Date

Attachment 3