

POLICY AND PROCEDURE

CATEGORY: Administration	SUBJECT: Pharmacy Services	SECTION: P POLICY: 3
DATE: September, 2004	Signature: _____	ADMINISTRATOR
REVISION DATE: October, 2013, June, 2015		

PHARMACY SERVICES

POLICY:

The Leamington Mennonite Home shall maintain a written contract with the pharmacy service.

PROCEDURE:

The contract shall specify the pharmaceutical service expectations of the Home that may include, but are not limited to, the following:

- The pharmacy service shall designate the Pharmacist who will provide pharmaceutical direction provide to the Home. The Leamington Mennonite Home Director of Nursing and Personal Care shall serve as the Home designate to process the pharmaceutical needs, concerns, services of the Home.
- The pharmacy service shall adhere to the expected quality management requirements of the Home including, but not limited to, drug storage, prescribing and distribution systems and corresponding documentation required by the facility.
- The designated Pharmacist shall participate in the interdisciplinary review process for the direction of the Home' pharmacy program and service. Specifically, the Pharmacist shall attend the quarterly Leamington Mennonite Home Pharmacy Committee Meeting and provide a written inventory of drugs dispensed to residents with the identification of utilization trends and actions, as requested by the Home. The Pharmacist shall participate in the review of the Quality Improvement Program - Risk Management Program as it relates to pharmacy services with a focus on improving residents' pharmacotherapy.
- The pharmacy service under the direction of the designated Pharmacist; shall review the residents' profile prior to dispensing prescriptions, communicating and resolving any concerns with the Attending Physician/Medical Director. The designated Pharmacist and Attending Physician/Medical Director shall be available to review, discuss, and notify the Home on any changes in physician orders.
- The pharmacy service shall include, but not be limited to, the following ongoing services:
 - Providing clinical consultation within a mutually agreed upon time on residents' pharmacotherapy and other drug – related matters, including participating as required in the development, implementation and review of residents'

individual care plans and in response to identified resident needs as communicated by the Director of Nursing and Personal Care and/or the designated Registered Staff.

- Documenting all clinical consultations covering a specific resident's therapy on the resident's health record.
- Reporting any irregularities or concerns about drug ordering or administration to the Administrator, Physician and/or the Director of Nursing and Personal Care.
- Preparing and reviewing a record of the drug regimen for the residents' quarterly review.
- Maintaining a complete medication profile for each resident.
- Providing a complete medication administration record (MAR) for each resident and treatment record (TARS).
- Implementing programs designed to improve residents' pharmacotherapy, such as drug utilization and drug compression.
- Providing educational/informational inservices for the nursing staff.
- Providing education/information about specific medications to professional staff who administer medications and to residents and/or their representatives, as requested.
- Facilitating drug destruction within the Home according to legislated requirements and the Home's policies and procedures.
- Current written policies and procedures shall be in place for all aspects of the pharmacy service.