

POLICY STATEMENT(S):

1. Each pharmacy manager must create and document pharmacy security policies and procedures which demonstrate compliance with existing bylaws regarding patient record confidentiality and drug inventory security.

2. The following procedures must be followed when the store premises are occupied by non-registrant staff after normal hours of operation:
 - (a) All dispensary area access points will be protected by locked doors, grillwork or similar secure barriers. (For emergency access, a key may be stored on the premises in a sealed envelope, provided that the pharmacy manager is notified each time emergency access to the dispensary is made.)

 - (b) The dispensary area will be protected by an alarm system separate from the balance of the premises, and only the registrant staff may possess the alarm code. (For emergency access, the alarm code may be stored on the premises in a sealed envelope, provided that the pharmacy manager is notified each time emergency access to the dispensary is made.)

 - (c) If the dispensary area is not protected by locked doors or similar barriers at all entry points or if it is not protected by a separate alarm system, a system must be established to prevent access to the dispensary area without the knowledge and consent of the pharmacy manager.

BACKGROUND:

The above policy statement is supplemental to PODSA Bylaw 12