

This policy sets out requirements for pharmacy managers on complying with their pharmacy equipment obligations under the *Pharmacy Operations and Drug Scheduling Act* (“PODSA”) Bylaws section 18(2)(v). Additional equipment requirements for drugs that require cold chain management are set out in *PPP-68 Cold Chain Management*. Note that PODSA Bylaws section 25(2) has additional requirements for community pharmacies and telepharmacies.

**POLICY STATEMENTS:**

1. The dispensary of all community pharmacies or telepharmacies at a minimum must have the following equipment
  - (a) telephone,
  - (b) fax machine or other equipment with fax capability,
  - (c) digital prescription balance with a readability of 0.01g or smaller, and associated calibration tools,
  - (d) at least one 10mL graduated cylinder,
  - (e) mortar and pestle,
  - (f) spatula,
  - (g) funnel,
  - (h) stirring rod,
  - (i) ointment slab or parchment paper,
  - (j) counting tray,
  - (k) soap in a dispenser,
  - (l) paper towels in a dispenser, and
  - (m) plastic or metal garbage containers to be used with plastic liners.
2. All hospital pharmacies and hospital pharmacy satellites must be adequately equipped to provide safe and proper medication compounding, dispensing and/or preparation of medication orders, and for the provision of patient-oriented and administrative pharmacy services.
3. Pharmacy equipment must be clean and sanitary, well-maintained, and properly functioning.