

West Virginia Board of Pharmacy

Phone (304) 558-0558

2310 Kanawha Boulevard East

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Charleston, West Virginia 25311

CONTROLLED SUBSTANCE PERMIT AND CONSULTANT PHARMACIST INSPECTION

	E-Mail Address	Date
	Phone	Fax
	DEA License #	WVBOP #
	Consultant Pharmacist	License #
	Consultant Hours	

Authority for this inspection is contained in WV Code 60A-3-302(f) & Rule 15-1-25.1

Item	Question	Reference	Yes	No	NA
1	Number of beds available at this facility? «M__of_Beds»				
2	Is the Consultant Pharmacist properly licensed and registered with WVBOP?	15-1-23.2.1			
3	Is there a Policy & Procedure Manual for pharmaceutical services?	15-1-23.4.3			
4	Does the P & P Manual include provisions for transcribing drug orders?	15-1-23.4.3.a			
5	Does the P & P Manual include provisions for Prescription delivery?	15-1-23.4.3.b			
6	Does the P & P Manual include provisions for drug recalls?	15-1-23.4.3.c			
7	Does the P & P Manual include provisions for Automatic Stop Orders?	15-1-23.4.3.d			
8	Does the P & P Manual include provisions for Formulary?	15-1-23.4.3.e			
9	Does the P & P Manual include systematic review of drug orders?	15-1-23.4.3.f			
10	Does the P & P Manual include reconciliation of controlled drugs?	15-1-23.4.3.g			
11	Does the P & P Manual include disposition of unused drugs.?	15-1-23.4.3.h			
12	Is an appropriate reference library maintained?	15-1-23.4.4			
13	Pharmacists remuneration is not associated with supplier of drugs?	15-1-23.4.6			
14	Does the pharmacist have any financial interest in the supplier of drugs?	15-1-23.4.6			
15	Has consultant pharmacist notified permit holder of any and all violations of pharmacy rules or regulations that exist in the facility?				
16	Is there documentation of above?				
17	Is complete documentation of consultant's activities readily available?	15-1-23.4.1			
18	Does the work record include listing of activities performed?	15-1-23.4.1			
19	Is pharmacist wearing proper name tag or ID when on duty?	15-1-18.4			
20	Has there been any loss or theft of controlled drugs since the last inspection?	15-2-8.3.a			
21	Has loss or theft been reported to proper authorities?	15-2-8.3.a			
22	Is there a record of destruction of controlled Drugs?	15-2-8.2.a			
23	Is it correct?	15-2-8.2.a			
24	Is the security system adequate and effective?	15-2-4.2			
25	Is there a 20 gauge metal cabinet or better if controls are locked?	15-2-4.6.a			
26	Have controlled substances been approved by appropriate committee?	15-1-24.4.3.C			
27	Is there any sign that outdated drugs are being used?	15-1-19.9.2			
28	Is there proper disposal of unused medications (controls & other)?	15-1-23.4.2			
29	Is the refrigerator temperature between 36 and 46 degrees F?	USP			
30	List the refrigerator temperature here.				

31	Is the freezer being used? If so list the temperature here:_____	USP			
32	Is the room temperature between 59 and 77 degrees F? TEMP=	USP			
33	Is there an Emergency Kit available?	15-1-24.4.3.C			
34	Are the contents of the Emergency Kit appropriate?	15-1-23.4.2			
35	Does this facility have an Automated Pharmacy System?	15-1-20.3			
36	Has the Board been notified in writing of its installation?	15-1-20.3.2.11			
37	Has the Board been notified in writing of its installation?	15-1-22.a.1			
38	Does the label of unit-dose system include the name of the drug?	15-1-22.a.2			
39	Does the label of unit-dose system include the route of administration?	15-1-22.a.3			
40	Does the label of unit-dose system include the strength and volume ?	15-1-22.a.4			
41	Does the label of unit-dose system include the control # and Exp date?	15-1-22.A.5			
42	Does the label of unit-dose system include the storage instructions?	15-1-22.c.1			
43	Do multiple dose containers include name of dispensing pharmacy?	15-1-22.c.2			
44	Do multiple dose containers include the patient's name?	15-1-22.c.3			
45	Do multiple dose containers include the date of dispensing?	15-1-22.c.4 15-1-22.c.5			
46	Do multiple dose containers include the drug name and strength?	15-1-22.1.4			
47	Do multiple dose containers include a beyond use date??	15-1-24.2.2			
48	Unit-of-use packaging with multiple drugs are properly labeled?	15-3-13.3			
49	Are CE certificates available for inspection?	15-1-23.3			
50	Is there a record of 6 hours of CE in Consulting Practice?	15-3-4.4			
51	Is there documentation of 3 hours CE in Diversion and WV statistics?	15-3-4.3			
52	Is there a record of at least 6 hours of live CE?	15-3-4.1			
53	Is there a total of 30 hours of CE for the reporting period?				
54	Blank Line				
55	Blank Line				
56	Blank Line				
57	Blank Line				
58	Blank Line				
59	Blank Line				
60	Blank Line				

Inspector Comments:

«Pharmacist_in_Charge»	Date	«Inspector»	Date
Pharmacist-in-Charge		Inspector	