

ECM Home Health Services / Family Factor Pharmacy Scope of Services

- The Pharmacy Department's scope of service encompasses the following:
 - Patient-specific information as related to medication dispensing/administration
 - Selection/procurement of medications
 - Storage of medications
 - Preparing/dispensing of medications
 - Monitoring of medication use via Infusion Logs
- Pharmacy services are designed to meet the primary needs of all customers. Pharmacy services include dispensing of pharmaceuticals in accordance with federal and state regulations, appropriate inventory maintenance functions, drug monitoring, patient drug assessment functions, appropriate record keeping, drug information, education services and performance improvement functions.
- The Pharmacy Department also serves in an advisory capacity through the Advisory Committee and to the administrative leaders to ensure the development, coordination and review of all professional standards, procedures, policies and controls relating to procurement, storage, dispensing and safe use of medication.

COMPLEXITY OF PATIENT POPULATION:

The customer base is comprised of outpatients ranging from the newborn and pediatric patient to the geriatric patient population. These patients require medications, medication counseling and/or education which the Pharmacy Department provides.

SKILL LEVELS AND QUALIFICATIONS OF STAFF:

- Pharmacy personnel possess the skill level in order to provide safe, competent and accurate care as identified above.
- The department is managed by the Pharmacy Director, a Pharm D. registered and licensed with the State Board of Pharmacy in Alabama and any other state in which patients are served. The department director has training and experience that emphasizes the acute and long-term healthcare environment.
- Pharmacy Technician personnel must meet the licensing/certification requirements of the State Board of Pharmacy.
- Ancillary and support personnel must possess basic educational requirements and be trained to assist the professional personnel as necessary.
- Pharmacy Technicians and Pharmacists are required to demonstrate active participation in continuing education courses as required by the State Board of Pharmacy by providing documentation of attendance.

STAFFING:

- The Pharmacy Director is on duty five (5) days per week.
- There is one (1) registered, licensed Pharmacist on duty daily between the hours of 9:00 AM to 4:00 PM.
- There are employees within the company who are registered, licensed Pharmacy Technicians and are available for providing assistance to the Pharmacist as needed during the hours of 9:00 AM and 4:00 PM.
- The ratio of Pharmacy Technicians to Pharmacists will not exceed 2:1.
- The Pharmacy Director or his/her assistant (a registered, licensed Pharmacist with the State Board of Pharmacy) remains available via pager/cell phone on an "on-call" basis, 24 hours per day, for emergency considerations.

PREPARING/DISPENSING:

- Primary responsibility for the preparation/dispensing of medications rests with the Pharmacist.
 - The Pharmacist is responsible for review of the prescription, preparing all drugs and dosage forms required, and dispensing according to policies approved by Advisory Committee.
 - The Pharmacist may delegate some aspects of drug preparation and dispensing to pharmacy technicians and pharmacist interns under their direct supervision. In these cases, however, the Pharmacist will review the prescription before packaging for delivery.

MONITORING:

- Responsibility for monitoring the patient's response to medication is shared by the physician, nurse and Pharmacist. Documentation and communication between disciplines is accomplished through the progress notes and the multidisciplinary care plan.
 - The Pharmacist is responsible to monitor the following for all patients:
 - Response to drugs as measured by infusion logs and patient interaction.