

<b>Vermont Psychiatric Care Hospital Policy and Procedure</b>		
<b>Floorstock</b>		
Effective: September 2014	Revised: September 2024	Due for Review: September 2026

**POLICY**

The Pharmacy Department will be responsible for control of floor stock medications within all areas of Vermont Psychiatric Care Hospital. Only medications approved for floor stock use can be stored in care areas. All drugs must be stored in a secure location and locked.

**PROCEDURE**


Floor Stock Medications are maintained in specific areas of the hospital medication rooms. These medications are intended for use by licensed practitioners with appropriate clinical privileges who are responsible for ordering, preparing and/or administering drugs. Responsibility for the security of the floor stock rests with the supervising licensed practitioner, nursing, and Pharmacy. See medication storage and control policy and procedure.

Floor stock drugs are requisitioned from the Pharmacy Department by appropriate staff. Individual Care Areas are checked daily, Monday through Friday, by pharmacy personnel and re-supplied as needed, based on par levels. Lists of all floor stock medications will be maintained in the pharmacy.

All medications and medication containers must be appropriately labeled.  
All Floor stock medications will be monitored monthly for outdates.

**References**

Joint Commission M.M. 03.01.01

<b>Approved by</b>	<b>Signature</b>	<b>Date</b>
Emily Hawes, Commissioner, Vermont Department of Mental Health	 <p>DocuSigned by: <i>Emily Hawes</i> C50275615A62462...</p>	9/26/2024