

Vermont Psychiatric Care Hospital Policy and Procedure		
Pharmacy Scope of Service		
Effective: September 2014	Revised: September 2024	Due for Review: September 2026

POLICY

The Vermont Psychiatric Care Hospital’s (VPCH) Pharmacy Services shall operate within all applicable state and federal laws, regulations, and licensure requirements. In matters of professional judgment or practice standards, the American Society of Health-System Pharmacists (ASHP) and accrediting organization recommendations shall be given first consideration and priority.

PROCEDURE

STATE:

VPCH’s Pharmacy Services shall always have a valid and current pharmacy license issued by the Vermont State Board which will be posted in public view.

All Pharmacists and Pharmacy Technicians must maintain valid and current licensure with the board according to law and hospital policy. A photocopy of the current renewal receipt shall be kept in the personnel file.

A current copy of State Pharmacy Law with Rules and Regulations shall always be available in Pharmacy.


FEDERAL:

VPCH shall comply with all laws, regulations, and requirements of the Drug Enforcement Administration (DEA). The hospital shall maintain current and valid registration with DEA. The registration certificate will be posted in public view in Pharmacy.

All required records shall be maintained by Pharmacy Services, including order forms (DEA-222), disposal (DEA-41), loss (DEA-106) and the biannual inventory.

In accordance with DEA regulations, all Schedule II, III, IV drugs shall be stored separately in a locked cabinet (CII safe) in the main Pharmacy, automated drug dispensing machines on the patient care units. Access shall be restricted to licensed staff or pharmacy technicians under the supervision of a pharmacist.

Pharmacy Services shall comply with the Conditions of Participation for Medicare of the Centers of Medicare and Medicaid Services and the Joint Commission Standards.

Approved by	Signature	Date
Emily Hawes, Commissioner, Vermont Department of Mental Health		9/25/2024