NORTHERN NEVADA ADULT MENTAL HEALTH
POLICY AND PROCEDURE

SUBJECT: RE-ISSUANCE OF MEDICATIONS NOT DISPENSED in OUTPATIENT SERVICES

NUMBER: NN-MM-37

ORIGINAL DATE: 10/15/09

REVIEW/REVISE DATE: 8/16/12

APPROVAL: ______Cody L. Phinney______________, Agency Director

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I. PURPOSE:

To establish procedures to ensure that the drugs used are suitable for re-issuance in accordance with the standards adopted by the Nevada State Board of Pharmacy.

II. POLICY

NNAMHS will in accordance with the Board of Pharmacy, re-issue medications assigned to consumers but not dispensed.

III. REFERENCES :

1. NRS 433.801
2. NRS 639.063
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IV. PROCEDURES:

Medications may be re-assigned if:

A. The pharmacist must ensure that the drugs have not been compromised or illegally diverted and they are suitable for re-issuance in accordance with the standards adopted by the Nevada State Board of Pharmacy.

B. All consumer information from the original prescription is obliterated from the bottle or packaging before using the drug to fill another prescription.

C. The drug cannot be used to fill other prescriptions more than one time.

D. The drug is not a controlled substance.

E. The drug is returned unopened and sealed in the original packaging or bottle.

F. The drug has not expired and the package contains the expiration date.

G. Record retention and required maintenance relating to the return of such drugs as required by the Nevada State Board of Pharmacy.

H. The pharmacy shall maintain records of all drugs that are returned, transferred and re-issued to fill other prescriptions including but not limited to:

1. The number of drugs that are re-issued to fill other prescriptions.

2. An estimate of the dollar amount saved by re-issuing such drugs to fill other prescriptions.

3. Records shall include all Patient Assistance Program (PAP) medications that have been received for specific consumers, but utilized to fill prescriptions for other qualified candidates.

4. Records shall include all medications received from the Rural Clinics that qualify for re-issuance under the directives of this policy. Rural Clinic medications must be utilized for consumers from the Rural Clinics.

5. Records shall be collected from each site and submitted to the Pharmacy Administrative Assistant's office monthly with the total yearly data being submitted to the Board of Pharmacy in accordance with NRS 639.063.

ATTACHMENTS:

A. Daily Total of Returned Medications Form

B. Monthly Total of Returned/Re-issued Medications Form

Date	Medication Name	Type of Prescription (Reg Prescription or PAP)	Returned Units of Medication	Units reissued (estimate)	Estimated $ Value of Reissued Medication
Total Amount			0	0	0