

Professional responsibilities of Community pharmacist -

- (1) Central pharmacist responsibility
- (2) Ambulatory pharmacist responsibility

(1) Central pharmacist responsibility

(A) Dispensing area -

- Insure the established policy and procedures are followed
- Check for the accuracy of drug preparation
 - Intravenous admixture
 - unit dosage
- provide for proper drug control
 - Insure that drugs are stored and dispense properly
 - Insure that all state and federal (central) drug laws are followed -
- Insure that good technique are used in compounding intravenous admixture and extemporaneous (Self modify dosage) (like molar, putal mixed medicine)
 - preparation, mixing assembling packing and labelling of the drug product.
- provide for proper record keeping and billing.

- Patient medication record.
- Intravenous admixture record billing.
- Report monthly work load.

- Maintain professional competence in knowledge of drug stability and incompatibilities.
- Insure that new personal and tent properly in the policies and procedure of the dispensing area.
- Coordinate the activities of the area with available staff to make the best possible use of personal and resource.
- Keep the dispensing area neat and orderly.
- Communicate the with the pharmacy staff regarding new development in the area and assists employ evaluation.
- provides drugs information and necessary to the pharmacy medical nursing staff.

(A) Patient Care area —

- Supervision of drug administration
- Review and see that each unit dose and P.V admixture medication order to insure that is entered accurately into the unit dose. →

I.V admixture System.

→ Review each patient drug administration from periodically to insure that all dosages are being administered and charted correctly.

• Review all dosage schedules the dosage as necessary and sign all drug not give notice.

• Insure that ^{new} review drug administration from all transcript accurately for continuity of drug therapy and that drug chart are assist correctly.

→ Confirm period that administered dosage are noted correctly on the patient chart.

→ Insure that record for administered narcotics are kept correctly and that physician is informed to all stock orders.

→ Insure that proper drug administration technique are used.

→ Act as communication / relationship between the pharmacist, the nursing and medical staff.

→ Communicate with nurse and physician concerning medication administration problems.

- Insure that order supportive service performed from the dispensing area as requested.
- Insure that other supportive service performed by department of pharmacy are carried out correctly.
- Coordinate all pharmacy service on the nursing unit level.
- Insure that the medication area is neat.
- Insure the proper security is maintain in the medication area to prevent pilferage

① Direct patient care -

- Identify drug conduct in to hospital by patient.
- obtained patient medication history and communicate all patient information in to physician.
- Assist in drug product and phity selection.
- Assist the physician in selecting dosage regimen.
- Reviewing and schedule and the a sign drug administration time for the schedule (Pharmacokinetic service)

- Monitor patient total drug therapy for
 - effectiveness
 - Sideeffect
 - Toxicity
 - allergy and drug reaction
 - Drug Interaction
 - appropriate therapeutic outcome
- Counsel patient on —
 - medication to be self administered in the hospital
 - Discharged medication

① General responsibility

provides education to

- Pharmacist, pharmacy extrainer, clerk, student, resident and other students.
- Nurse and nursing students.
- physician and other medical students.

- Provide drug information to physician, Nurse and other health care person.

Ambulatory Pharmacist responsibility -

(a) Dispensing area -

- Insure that established policy and procedure are followed -
- check for the accuracy in the work of supportive personnel
- Insure that proper technique are used in extemporaneous.
- Maintenance of adequate record keeping and billing.
- patient medication record.
- Out patient billing.
- Report
- Prescription file
- Insure that new person of — attend properly in the policy and procedure of the ambulatory pharmacy.
- Coordinate the activities of the area with available staff to make the best use of personal and resource.

- Keep the ambulatory pharmacy area neat and clean.

(B) Patient Care area -

- Identify the drug conduct in to clinical by patient.
- obtained patient medication histories and communicate pertinent information to the physician.
- Assist a drug product identify selection.
- assist the physician in selecting dosage regimen (food) and schedule.
- Monitoring the patient total drug therapy -
 - * effectiveness
 - * Side effect
 - * Toxicity
 - * allergic drug reaction
 - * Drug reaction
 - * appropriate patient outcome

(C) General responsibilities -

In a small hospital with only one pharmacist it is a challenge to be knowledgeable in all the activities of the hospital pharmacy.

In large hospital with a no. of pharmacist who specialise in certain area of practice, each may become expert in one or more field.

Hospital administrators

D. Pharmacy directors

Administrative operation

- professional and clinical service
- Nuclear pharmacy service division
- Unit dose dispensing division
- Ambulatory care and home care service division
- Intravenous (I.V.) admixture division
- Sterile product division
- Drug administration division
- Clinical pharmacy service division
- Educational and technical service
- Educational and training division
- professional staff development
- Residency training program
- Technical selection and training division
- Computerized pharmacy operation division
- Research and support service
- pharmaceutical and clinical research division
- assay and quality control division
- Drug kinetic and bio availability laboratory
- Manufacturing and packaging division
- inventory control division

- Departmental Service division
- Investigational drug study division

gms

* * * Good pharmacy practice * * *

Good pharmacy practice define pharmacist provide quality pharmacy service to every patients.

It is the practice of pharmacy that response to the needs of people who use the pharmacist service to provide optimal evidence based care.

In 1992 the International pharmaceutical federation (central) develop standard for pharmacy service under the heading "good pharmacy practice in hospital and community pharmacy".

Requirement for good pharmacy practice →

- The go care of pharmacy activity is to help patient make the best use of medicine throw.
- The supply of medication and other health care products of assured quality.

The provision of appropriate information

and advise to the patient.

- Administration of medication.
- The monitoring of the effect of medication use.
- The promotion of economic prescribing as well as dispensing.
- Multi Team work among health care professional is the key factor for successfully improving patient safety.

G.P.P. organize following measure role for pharmacist

- Preparation, obtained, store, receive, distribute, administer, dispense and dispose of medical product.
- Provide effective medication therapy management.
- Maintain and improve professional performance.
- Contribute to improve effectiveness of health care system and public health.

Requirement for the G.P.P. -

- ① Permis / layout]
- ② furniture

- ③ Equipment
- ④ ✓ from power
- ⑤ Material
- ⑥ Documentation
- ⑦ Inventory control
- ⑧ Storage
- ⑨ Services

① Permisses / Layout -

- The location of pharmacy should be such that it is easily identify by public.
- The environment in the pharmacy should be neat and clean.
- It should have clearly marked work "pharmacy" PHARMACY setu written in English.
- The pharmacy should also be over accessible to disabled people using wheel chair.
- It should have display counter, rack for medicine storage, counselling area, waiting area, billing area, space for movement and waste collection box.
- Counselling area should have furniture - (Table chair)

for comfortable conversation of communication and keeping patient medication record.

- It should have telephone service, electronic supply refrigerator (freeze) drink drinking water etc

- A compounding pharmacy or for extemporaneous preparation should have additional space and necessary equipment.

* Equipment -

- The pharmacy should be equipped with refrigerator for storage of medicine in cold temperature and validated from time to time

- Counseling area should be equipped by demonstration chart, patient information leaflet, self-care material and other required material

- It should contain basic instrument like sphygmomanometer, glucometer, thermometer, stethoscope, weight and high scale.

The pharmacy should be specially equipped with computer and appropriate software that can manage inventory, manage invoicing, generate timely warning for expiring medicine and archive patient medication record.

Compounding pharmacy should be equipped appropriate apparatus required for preparation.

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Man power

The pharmacy should be managed under the supervision of pharmacist and other personnel working in the pharmacy should be well trained.

The pharmacy should have been documented guideline and procedure for personnel set by management with pharmacist advise.

The personnel in the pharmacy should wear neat dress (Coat) and wear batch displaying name and designation.

Pharmacist working in the pharmacy should hold at least Bachelor and diploma in pharmacy and registered as P.C.I.

Pharmacy should also have done practical training in community pharmacy and hospital and adequate communication for patient counselling.

* Storage - All medicine coming in to the pharmacy should initially (Start) be quarantine and then checked by quantity, batch no, expiry, integrity etc. after checking they should be transferred to their respective storage location.

All medicine should be stored at appropriate temperature protecting from excessive light, dust and humidity.

◦ Record of daily temperature should be kept in records sheet and preserved from future record.

◦ The medicine and Stoves should be clean and dust free following SOP.

◦ Narcotic and psychotropic drug that fall into group should be kept in a separate safe with lock and handle only by the pharmacist.

◦ Rack should be checked periodically for expiry of medicine and expired medicine should keep separately labelling (expired not sell).

◦ Near expiry medicine which can expire duration during the prescribed time should not be sell.

Expired medicine unused or unlabelled medicine are either returned to the supplier as per in protocol.

Inventory Control

- The pharmacy should develop and maintain safe effective operation and socioeconomically acceptable procurement and inventory management.
- Pharmacist should insure medicine and health-care product and readily available in the pharmacy in sufficient quantity.
- Supplier and purchase.
- The pharmacist should insure quality supply of medicine by purchasing from supplier that meet the standard laid down by the law.
- Detail the supplier (Name, address, contact No. licence no. etc) should be kept.

A list of trusted supplier should be maintain and visit from time to time for audit (check) purposes of system.

The pharmacist should inform regulatory authority if any deliberate defuser activity by the supplier is found.

- All the medicine received from the supplier should be checked for quantitative, price, batch no. and ex. date.
- Cost effective purchasing method should be followed and the purchase record / invoice should be maintain.

Requirement of Service.

- The pharmacy should have been documented service strategy base on goal.
- Service strategy include home delivery of medicine special year and attend to patient like, elder patient, regular patients.

Service manual should state in details service offer service time and pharmacy operation schedule.

Requirement of Documentation

- Documentation is one of the core activities for maintaining and achieving quality.
- pharmacist should maintain all necessary legal document like — Regulatory licence, registration permission etc. for operating a pharmacy and display if required under the law

All official documents like - purchase invoice, sale invoice and other legal documents should be maintain and archive as describe by law.

Some of necessary documents include -

- Quality manual and policy document
- Protocol
- Standard operating procedure
- Clining and maintain process and record.
- Training manual and training record
- Complain record
- Audit record
- Audit record
- Personal detail and job prescription
- Record of narcotic and psychotropic drug
- patient health provide and patient care record.
- Records of counselling.