

**Rappahannock EMS Council
Pharmacy Committee Meeting
Tuesday November 17, 2006**

Minutes

Members Present:

Linda Harris, REMS Council Systems Coordinator
Tim Kimble, Committee Chairperson
Joey King, LifeCare Medical Transports
Chris Simmons, Culpeper Hospital
Billy Yeatman, Mary Washington Hospital EMS Coordinator
Robert Zywiak, Mary Washington Hospital Pharmacy

The meeting was called to order by Tim Kimble, Committee Chairperson, at 10:00 a.m. at the Culpeper County Office of Services in Culpeper, Va.

The main topic for discussion was the medication box and narcotic box storage system that Culpeper Hospital uses at this time. Tim removed one of the bags from a unit that was located at the Culpeper office. It is a blue canvas multi-compartment bag. The main compartment holds the large boxed medications and IV supplies. One of the side compartments houses a zippered canvas container that has a foam insert with special indentations for the vial type medications. On the end of the large bag is a small zippered compartment that is closed with a plastic numbered seal. Inside this container is a number, sealed clear plastic security bag that contains the Narcotics. This bag is rolled and closed with a rubber band. That way the bag can be unrolled for inspection. Also kept next to the medication bag is a 3 ring binder with all the of the check sheets for this bag.

There was some discussion if this bag would work for other agencies. It was unclear if some agencies medication compartment on their units would accommodate this bag. There will be some research into some alternative containers.

The suggestion was made and will be recommended to Dr Garth for his approval that the agencies that will participate in the One for One medication exchange will initially receive a sealed medication box from MWH Pharmacy. Inside this box, if it is approved will be the Narcotics container which will be the rolled security bag described above. There will be additional medication box seals in the medication box. This medication box needs to be checked daily by the ALS personnel. If there are no ALS personnel on the crew then it is to be checked the next time there is an ALS provider on the crew. The box needs to be checked a

minimum of once per week. All the drugs expiration dates are to be checked and all checks are to be entered on a documented, initialed check sheet. A two-person check is recommended. Once the box has been checked and all drug are verified that they are within date, the medication box is to be resealed. Bob Zywiak from MWH Pharmacy stated he is more comfortable with the initial Medication boxes going out sealed. At no time is the integrity of the Narcotic container to be compromised

For agencies not participating in the one for one medication exchange program they will receive a sealed Medication box as before but the sealed Narcotic roll will be inside the Medication Box.

Both of the above need to be approved by Dr Garth and possibly the Medical Direction Committee. Our committee will attempt to set up a meeting with Dr Garth on Wednesday, November 29 to inform and show him what we trying to accomplish.

The current SOG needs to be checked to see if any of these proposed policies conflict. If so then a new proposed change needs to be written and presented to Dr. Garth at this meeting.

There being no further business the meeting was adjourned at 11:30 a.m. Next meeting will be set at a later date pending the results of the meeting with Dr Garth.