



TITLE:	MEDICATION SECURITY AND STORAGE	POLICY 16.10
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Authority: WAC 388-IBA-2260
Appendix C

PURPOSE:

Provides guidelines for security and storage of medications.

SCOPE:

All nursing staff.

POLICY:

We strive to ensure that all medications are stored in such a way as to provide safety, security, and proper environment.

PROCEDURE:

1. All medications shall be stored under proper conditions as defined by regulation and accepted standards of practice.
2. All medications shall be stored in locked cabinets, rooms or carts and shall be accessible only to authorized resident and personnel.
3. Medications for external use shall be stored apart from drugs for internal use, on a separate shelf or in a separate compartment or cabinet. Any shelf, compartment, or separate cabinet used for storage of external medications shall be clearly labeled to indicate it is to be used for external drugs only.
4. At all times, all keys to medication boxes, cabinets and rooms shall be carried by authorized personnel only.
5. Medications should be stored separately from food and toxic chemicals.

EXCEPTIONS:

No exceptions to this policy may be granted without the prior written approval of the Director.

SUPERCEDES:

None