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<b><u>PHARMACY MEDICATION DOUBLE CHECK POLICY</u></b>		

**PURPOSE:**

This policy identifies medications that require verification or double check by a second pharmacist prior to dispensing for the purposes of safety and accuracy. This policy outlines the process and documentation related to this double check.

**POLICY:**

A pharmacist double check will be required prior to the dispensing of selected high-risk medications. The pharmacist double check will be documented as outlined below.

**Medications Requiring Double Check:**

Chemotherapy  
Pediatric and neonatal digoxin doses  
Parenteral Nutrition/Electrolyte bags  
Non-standard dilutions

**PROCEDURES:**

- I. Chemotherapy
  - A. A second pharmacist will verify all chemotherapy agents in the pharmacy computer system as per the Chemotherapy Processing and Dispensing Policy.
  - B. Exceptions to the double check policy include:
    - a. Oral chemotherapy agents
    - b. Topical chemotherapeutic agents
- II. Pediatric/Neonatal Digoxin Doses
  - A. When an order is received in the central pharmacy for digoxin in a pediatric or neonatal patient, a pharmacist will review the order and verify it in the pharmacy computer system.
  - B. The entering pharmacist will ask for a second pharmacist to review the order and order entry for accuracy and appropriateness.
  - C. The second pharmacist verification will be documented in the pharmacy computer system.
- III. Parenteral Nutrition/Electrolyte bags
  - A. When an order is received in the central pharmacy the pharmacist will review the order and enter it in the TPN computer system.
  - B. The entering pharmacist will ask for second pharmacist to review the order and order entry for accuracy and appropriateness.
  - C. The verification will be documented on the appropriate Parenteral Nutrition Tracking Card.

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- IV. Non-Standard Dilutions
- A. When a medication order for a dilution is received in the pharmacy and it is not listed on the Special Dilutions Chart, the pharmacist will initially check the dilution preparation.
  - B. The pharmacist will ask for a second pharmacist to review the dilution preparation.
  - C. Both pharmacists will document the dilution check on the IV work label.
- V. Double Check During Hours of One Pharmacist Coverage
- A. If a medication order for a medication which requires a pharmacist double check is received when only one pharmacist is available (i.e. midnights), the physician will be contacted to determine if the order is emergent.
  - B. If the order must be prepared, the pharmacist shall communicate with the next available pharmacist to assure that a double-check of the medication is performed and documented as soon as possible.

**RESPONSIBLE FOR REVIEW:** Assistant Director of Pharmacy



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DIRECTOR OF PHARMACY