

Did You Know The Steps to Perform an Internal Expired Med Inventory Audit?

To avoid incorrect medication expiration dates in your ward stock and/or k:survey tags due to expired meds (SNF)

- Enact a system to regularly check meds for correct expiration dates and to remove expired drugs.
- Perform this internal inventory inspection at least monthly to avoid enforcement action via F-tag 761 (SNF).

The attached PharMerica Facility Med Storage Audit Form provides an organized and up to date process.

Open Containers

- Rule of thumb — Once drug products are opened and in use, they must be used within a specific time frame to avoid reduced stability, sterility and potentially reduced efficacy. Product-specific storage and expiration details can be found in the drug product's Package Insert (PI) under the "How Supplied/Storage & Handling" section. A drug product's Beyond Use Date (BUD) is the manufacturer supplied expiration date OR the shortened date after opening, whichever comes first.
- See the abridged list of select meds with unique shortened expirations below:
 - o Ativan Intensol: 90 days, refrigerated.
 - o Eye drops: beyond use dates after opening are unique to the specific product. Refer to respective product's package insert.
 - o TB solution: 30 days, refrigerated.
 - o Flu vaccine MDV (multi-dose vial): 28 days, refrigerated.
 - o Inhalers:
 - See P&P Section 9.10 [Medications with Shortened Expiration Dates](#).
 - Verify administration accuracy for routine inhalers open longer than dosing suggests.
 - PRN inhalers and nasal sprays expire after manufacturer stated number of uses or manufacturer expiration date (whichever comes first).
 - o Insulins:
 - MDVs and pens stored in refrigerator until first dispense.
 - In-Use MDVs stored in med cart (generally, unless otherwise stated in package insert): 28 days, room temperature.
 - Pens are patient-specific and should not remain in house stock inventory upon dispensing.
 - o In-Use pens (generally, unless otherwise stated in package insert): 28 days, room temperature
 - Refer to [PharMerica's Insulin Comparison Chart](#) (see P&P Section 9.10) for product specific expirations.

Regulation

- The State Operations Manual mentions drug expiration 8 separate times!
- **F761:** "to cite deficient practice at F761... investigation will generally show that the facility failed to ensure that all drugs... are labeled in accordance with professional standards, [including expiration dates ...](#)"

Areas to check should include:

- Central Supply Areas
- Medication Carts
- Med Rooms
- Refrigerator
- Treatment Carts

All of the following should be included in the internal audit:

- Dietary products
- Emergency med boxes
- IV equipment
- Laboratory items
- OTC products
- Prescription meds
- Sterile products
- Treatment items

Helpful Hints:

- Discard/return discharged residents' medications and supplies in advance of expiration.
- Products expire on the last day of the month listed on the manufacturer printed MM-YYYY expiration date.
- Record an 'open date' on all opened meds (liquids, topicals, insulin vials, insulin pens, eye drops, etc.)

Be Survey Ready



Once surveyors enter your building, your med storage areas will be surveyed that day or the next day depending on the habits of your state surveyors– Be proactive and have each Nurse/Station Supervisor monitor each shift until the surveyors have exited to prevent FTags. **These are things you still have time to correct!**

MEDICATION ROOM	MEDICATION REFRIGERATOR	MEDICATION CARTS
<p>Locked</p> <ul style="list-style-type: none"> Nurse must be present if they allow anyone other than medication dispensing personnel access to the room (LNA,Cleaning, Etc.) <p>Expiration Dates</p> <ul style="list-style-type: none"> Prescription and OTC Lab and dietary products in addition to medications Central supply areas Discard discharged resident meds and supplies Contact pharmacy for additional return totes if needed <p>Storage</p> <ul style="list-style-type: none"> Neat and organized No medications in or under sink No personal items No cardboard on the floor Meds segregated by route of administration (creams vs. oral vs. eye vs. ear vs. injectable vs. inhaled vs. rectal) <p>Controlled substances</p> <ul style="list-style-type: none"> Schedule II's and medications of abuse stored in a permanently affixed double locked compartment – including ER stock 	<p>Temperature- 36 to 46 degrees Fahrenheit</p> <ul style="list-style-type: none"> Thermometer inside and functioning Temperatures recorded on log daily (at minimum) Outside of normal range: log should document temp adjustments, duration outside acceptable range, and temp rechecks. Contact maintenance if needed. <p>Freezer</p> <ul style="list-style-type: none"> No ice; defrost if needed <p>Expiration Dates</p> <ul style="list-style-type: none"> Injectable meds are dated and initialed when opened. Default to Dispense Date as date opened and document on label if needed Pull expired meds and verify those with shortened expiration dates Insulins: Open insulins in cart; unopened insulin in refrigerator <ul style="list-style-type: none"> See PharMerica Insulin Comparison Chart for product-specific Beyond Use Dates once in-use Tubersol: 30 days after open Flu vaccine: MDV (Generally) 28 days after opening Muti-dose Products: (Generally) 28 days after opening Eye Drops: beyond use dates after opening are unique to the specific product. Refer to respective product's package insert. Suppositories often go outdated – check each loose suppository Discard discharged resident medications <p>Storage</p> <ul style="list-style-type: none"> Meds stored in separate containers by route of administration <p>Controlled substances</p> <ul style="list-style-type: none"> Stored in separate, double locked, permanently affixed container Lorazepam injection; lorazepam Intensol (note ER Stock and Hospice Stock) 	<p>Locked</p> <ul style="list-style-type: none"> Remind staff!! Never walk away from an unlocked cart! <p>Expiration Dates</p> <ul style="list-style-type: none"> Open containers have Date Opened documented and initials (default to dispense date if missing) (or per facility policy); Discard expired meds with shortened expiration dates if needed (note inhalers, eye drops,etc.) PRN medications OTC medications Insulins should be dated once opened and stored in cart; expirations vary – open in-use pens and vials generally expire after 28 days when stored appropriately; refer to PharMerica Insulin Comparison Chart for product specific storage and expiration details <p>Storage</p> <ul style="list-style-type: none"> Neat and organized; clean No sticky bottles or drawers; No loose pills in bottom of cart; No unlabeled meds from E-Kit No unidentified med cups with mixed pills for resident or OTC med from stock bottle borrowed from another cart Medications segregated by route of administration (creams vs. oral vs. eye vs. ear vs. injectable vs. inhaled vs. rectal) Discard or return to pharmacy any discharged resident medications <p>Medications with Special Expiration Dates</p> <p>Remember that some medications have special expiration requirements (see PharMerica P&P Manual Appendix section 9.10) and PharMerica's Insulin Comparison Chart.</p> <p>Treatment Carts</p> <ul style="list-style-type: none"> Topical creams/ointments (etc.) are considered medications. Treat the same as your medication cart

FACILITY MED STORAGE AUDIT

MONTH/YEAR _____

UNIT _____

MONTHLY Med Storage Audits

Completed on: _____ (day of month)

Assigned to: _____ (shift)

WEEKLY Med Storage Audits –Audit One Area throughout the week so that everything is audited once per week. Assigned to: _____ (shift)

List items identified as expiring in next week (package marked with pink highlighter)

Initial Here when med is pulled and reordered

Nurse Initials	
Date	
Verification Daily Storage Checks Completed	
Med Room	
Central Supply	
Change of Shift Counts being completed	

	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Med	Exp Date	Initials
Nurse Initials										
Date										
Med Carts										
Treatment Cart										
Refrigerator										
Emergency Kit										
Controlled Substances										

NOTES

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SUGGESTED USE:

Identify shift/staff in charge of Monthly and Daily audits to be completed throughout the week

- Monthly audit: Pull anything expiring by end of month. Use yellow highlighter on medication package to identify anything expiring in following month
- Weekly audit: Pull anything expiring within the next week; Use pink highlighter on medication package to identify anything expiring within the next week. Additionally, write down medication and expiration date on audit sheet for nurses to quickly identify
- Daily audit: Midnight staff reviews list of meds documented here and package marked with pink highlighter. Pull anything expiring in next two days and insure reorder submitted to pharmacy. Complete daily and initial form when completed
- Audit should include audit for expired meds, meds with shortened expiration dates, date opened documented, and that meds have been reordered