



# SAFETY ALERT

## State Pharmacy Inspection Results

RISK MANAGEMENT & SAFETY

**Event:** State Pharmacy Inspection  
**Date:** October 1, 2014  
**Category:** Controlled Substances  
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### Description

The Indiana Professional Licensing Agency conducted an inspection of 10 controlled substance holders. All 10 passed the inspection however the State Inspector noted a few items where the license holders can make improvements.

### Opportunities for Improvement

1. All current copies of DEA licenses need to be placed with all controlled substance records. There were instances where the most current copy of the DEA license was not included in the license holders documentation.
2. All controlled substance invoices must be signed and dated upon receipt.
3. Any license holder registered for Class I or II controlled substances needs to have a copy of the DEA 222 form on file even if Class I & II substances are not ordered throughout the year. License holders registered for Class I or II substances receive the 222 form annually from the DEA and need to place a copy of the form in the record keeping file whether or not Class I or II substances are ordered.

### Future Plans

Risk Management & Safety is developing a procedure that clearly outlines a process for maintaining controlled substances. This will include RMS random audits to help us prepare for a State Professional Licensing Agency or DEA inspection.

Controlled Substance License Holders should review the opportunities above and take action as necessary.

### Need additional resources?

For more information regarding laboratory safety, see the Laboratory Safety resources provided on the RMS website <http://riskmanagement.nd.edu/>