



**Board of Pharmacy**

PO Box 110806, Juneau, AK 99811-0806

(907) 465-2550

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## Remote Pharmacy Self-Inspection Report

<b>Remote Pharmacy Owner Name:</b>	
<b>DBA Name:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Fax Number:</b>	
<b>Hours of Operation:</b>	
<b>Remote Pharmacy License Number:</b>	
<b>DEA Number and Expiration:</b>	
<b>Central Pharmacy Owner Name:</b>	
<b>DBA Name:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Fax Number:</b>	
<b>Hours:</b>	
<b>Central Pharmacy License Number:</b>	
<b>DEA Number and Expiration:</b>	
<b>Pharmacist-in-Charge and License Number:</b>	
<b>Remote Pharmacy Staff:</b>	<i>Must be staffed by pharmacist, pharmacy technician, or pharmacy intern</i>
<input type="checkbox"/> Pharmacist	<input type="checkbox"/> Technician <input type="checkbox"/> Intern
<input type="checkbox"/> Pharmacist	<input type="checkbox"/> Technician <input type="checkbox"/> Intern
<input type="checkbox"/> Pharmacist	<input type="checkbox"/> Technician <input type="checkbox"/> Intern
<input type="checkbox"/> Pharmacist	<input type="checkbox"/> Technician <input type="checkbox"/> Intern

<b>Check Where Applicable</b>
<input type="checkbox"/> Initial Application <input type="checkbox"/> Renewal <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Change in Location <input type="checkbox"/> Re-Inspection

<b>Check Where Applicable</b>
<input type="checkbox"/> Retail <input type="checkbox"/> Institutional

**12 AAC 52.200(b)(1)  
Pharmacist-in-Charge**  
The responsibility of the pharmacist-in-charge include compliance with all laws and regulations governing the operation of the pharmacy.

AUTHORITY	ITEM	YES	NO	COMMENTS
<b>PHARMACY PERSONNEL (GENERAL)</b>				
AS 08.80.330 12 AAC 52.200	1) The central pharmacy has designated a licensed pharmacist as the pharmacist-in-charge.			
AS 08.80.030 12 AAC 52.210 12 AAC 52.220	2) Only the pharmacist or intern, under direct supervision of the pharmacist receives oral prescription drug orders or refill approvals that include any change to the original Rx or drug order.			
	3) Only the pharmacist or intern, under direct supervision of the pharmacist interprets the prescription drug order and determines the product required.			
	4) Only the pharmacist does the final check on all aspects of the completed prescription.			
AS 08.80.030 AS 08.80.480 12 AAC 52.220	5) ALL interns, graduate or undergraduate, paid or unpaid, are currently licensed by the Alaska Board of Pharmacy.			
	6) Interns do not represent themselves to be pharmacists.			
	7) Interns perform the duties of pharmacist only under the direct supervision of a license pharmacist.			
	8) Interns do not solely sign or initial any document required to be done by the pharmacist.			
AS 08.80.030 12 AAC 52.230	9) Interns do not dispense prescriptions before a final check is made by the supervising pharmacist.			
AS 08.80.030 AS 08.80.480 12 AAC 52.140	10) ALL pharmacy technicians are currently licensed by the Alaska Board of Pharmacy.			
AS 08.80.030 12 AAC 52.230	11) All pharmacy technicians are under direct supervision of the pharmacist.			
AS 08.80.157 12 AAC 52.400	<b>FACILITY STANDARDS (GENERAL)</b>			
AS 08.80.157 12 AAC 52.400	1) The pharmacy department has a sink with hot and cold running water and is maintained in a sanitary condition.			

AUTHORITY	ITEM	YES	NO	COMMENTS
AS 08.80.157 12 AAC 52.400	2) The temperature of the pharmacy is maintained with a range compatible with the proper storage of drugs.			
AS 08.80.157 12 AAC 52.400	3) The pharmacy has refrigeration facilities with a thermometer and the temperature is maintained within 36 to 46 degrees Fahrenheit.			
AS 08.80.157 12 AAC 52.420	4) All drugs and devices that have exceeded their expiration date are removed from stock, and quarantined until properly disposed of.			
AS 08.80.157 12 AAC 52.425	5) The remote pharmacy department is always locked when the pharmacist is not available for direct supervision.			
AS 08.80.157 12 AAC 52.425	6) Filled prescriptions are stored in the prescription department only and are not removed unless a pharmacist at the central pharmacy has verified the finished prescription product through the telepharmacy system.			
AS 08.80.030 12 AAC 52.450	<b>PRACTICE STANDARDS</b>			
AS 08.80.030 12 AAC 52.425	1) The remote pharmacy maintains a record of all prescriptions filled at that location in numerical order.			
AS 08.80.030 12 AAC 52.470	2) The pharmacy maintains its prescriptions in legible form for the required two year period.			
AS 08.80.030 12 AAC 52.470	3) No prescriptions are refilled after one year from the date of issue.			
AS 08.80.030 12 AAC 52.480	4) All refills are recorded electronically or on the back of the prescription drug order at the central pharmacy.			
AS 08.80.030 12 AAC 52.480	5) All schedule II – V controlled substances dispensed have the label “Caution: Federal Law prohibits the transfer of this drug to any person other than the patient for whom it was prescribed.”			
AS 08.80.030 12 AAC 52.480	6) All prescriptions are labeled with the name, address, and telephone number of the dispensing pharmacy, Rx number, date and initials of the dispensing pharmacist.			
AS 08.80.030 12 AAC 52.480	7) All prescriptions are labeled with patient name, prescribing practitioner, patient instructions, appropriate cautions, name, strength, and quantity of drug.			

AUTHORITY	ITEM	YES	NO	COMMENTS
AS 08.80.030 12 AAC 52.425	8) Drugs are shipped to remote pharmacy only from its central pharmacy.			
AS 08.80.030 12 AAC 52.425	9) Itemized lists of drugs sent are kept at remote site and central pharmacy for at least 2 years from the date the drugs are shipped.			
AS 08.80.030 12 AAC 52.425	10) Itemized records of drugs shipped or received are verified by supervising pharmacist.			
AS 08.80.030 12 AAC 52.425	11) A pharmacist conducts a physical inventory at the remote site at least annually.			
AS 08.80.030 12 AAC 52.425	12) The telepharmacy system has been tested by the supervising pharmacist of the central pharmacy and found to operate properly.			
AS 08.80.030 12 AAC 52.425	13) The telepharmacy system includes one of the following: (1) still image capture, (2) realtime link, (3) store and forward.			
AS 08.80.030 12 AAC 52.520	14) Except in the case of a pharmacy serving an institutional facility, drugs are not accepted for return or exchange after the drugs have been taken from the premises.			
AS 08.80.030 12 AAC 52.580	15) Patient records are reviewed for over or under utilization, therapeutic duplication, drug-disease, drug-food, and drug-drug interactions, reasonable dose, known allergies, and adverse drug reactions.			
AS 08.80.030 12 AAC 52.580	16) When a data processing system is used it is capable of producing an audit trail printout for all dispensing.			
AS 08.80.030 12 AAC 52.585	17) When a data processing system is used it has adequate safeguards to prevent loss of data and reasonable security.			
AS 08.80.030 12 AAC 52.585	18) The pharmacist verbally provides counseling to the patient or the patient's agent with each new prescription.			
AS 08.80.390 12 AAC 52.700	<b>REMOTE INSTITUTIONAL PHARMACY STANDARDS (IF APPLICABLE)</b>			
AS 08.80.030 12 AAC 52.530	1) If customized patient medication packages (med-paks) are prepared by the pharmacy, records are made and filed for each med-pak.			

AUTHORITY	ITEM	YES	NO	COMMENTS
AS 08.80.030 12 AAC 52.710	2) The institutional pharmacy is managed by a licensed pharmacist, designated to be the pharmacist-in-charge.			
AS 08.80.030 12 AAC 52.720	3) When the institutional pharmacy is closed, the designated person licensed to handle drugs records the removal of any drug.			
AS 08.80.030 12 AAC 52.720	4) All E.R. outpatient prepackaged medications bear a label with the name, address, and telephone number of hospital; name, strength, quantity, lot number, and expiration of drug; appropriate cautions; and initials of pharmacist.			
	5) Only one prepackaged container of drug is delivered to emergency room patients unless more than one is required to sustain the patient until a retail pharmacy is open in the community.			
Controlled Substances Act of 1970	<b>CONTROLLED SUBSTANCES</b>			
Controlled Substances Act of 1970	1) Prescriptions are not used to supply office stock or “medical bag” for physicians.			
	2) Controlled substances are securely locked or dispersed throughout the non-controlled inventory.			



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## Remote Pharmacy Self-Inspection Report Signature Page

### Attestation

I, the pharmacist-in-charge, state that all the statements herein contained are each and all strictly true in every respect.

I understand that false or forged statements made in connection with this self-inspection report may be grounds for denial or revocation of the Remote Pharmacy license.

Notary Stamp	<b>Pharmacist-in-Charge Printed Name:</b>			
	<b>Pharmacist-in-Charge Signature:</b>			
	<b>Notary Public for State of:</b>		<b>Subscribed and Sworn to Before me on this Day:</b>	
	<b>Notary's Signature:</b>		<b>My Commission Expires:</b>	

**NOTE:** *If any areas on the self-inspection report were checked off as not non-compliant, you must still send in the report. You then have 90 days to bring those areas into compliance. A new report will be sent to you to fill out.*