

4729:5-9-03.4**Automated drug storage systems in an institutional facility.**

All automated drug storage systems utilized by an institutional facility shall comply with the following:

- (A) Except as provided in paragraph (B) of this rule, the computer program used to access all drugs within the automated drug storage system shall have an electronic timeout of sixty seconds of inactivity.
- (B) For an automated drug storage system used exclusively for administering anesthesia drugs that is under the immediate supervision of a licensed healthcare provider authorized to administer such drugs, the computer program used to access all drugs within the automated drug storage system shall have an electronic timeout of no more than sixty minutes of inactivity, unless an alternative method to ensure the security of the drug stock is approved by the board.
- (C) The institutional facility shall develop and implement policies and procedures for all automated drug storage systems that include the following:
 - (1) Provide for a written or electronic record documenting access to the automated drug storage system. Such record shall include the names, titles, and positive identification of all personnel accessing medications, date and time of access, the name and quantity of drugs obtained, and the name of the patient. All records shall be maintained in accordance with paragraphs (K) and (L) of rule 4729:5-9-03.3 of the Administrative Code.
 - (2) Provide security controls to prevent diversion of the drugs.
 - (3) Develop policies and procedures to track access to emergency override access keys.
 - (4) Provide procedures for the inspection of the systems to ensure proper utilization and replacement of the drug supply.
 - (5) If override medications are utilized, the institutional facility shall develop and implement a policy that describes the types of medication overrides that will be reviewed for appropriateness and the frequency of the reviews.
 - (6) All policies and procedures required in accordance with this paragraph shall be maintained in a readily retrievable manner.

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Certification

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Date

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