**Safety Program Education**

**Section:** Environmental

**Compliance:** URAC Specialty Pharmacy 2.1

**URAC Standards:** PHARM Core 17, 27, PHARM-OP 13, SDrM 2

**ACHC Standards:** DRX7-2A

**Policy ID:** 3.5

**Approved by:**

**POLICY**

<insert practice name> shall have a program designed to educate appropriate staff and patients/caregivers in safety measures in the home to minimize hazards related to the care, patient’s use of specialty drugs or service provided. **[PHARM-OP 13] [SDrM 2]**

**PROCEDURE**

1. The Pharmacy Manager shall be responsible for the safety program (through direct supervision or delegation)
2. The Pharmacy Manager shall: **[PHARM – OP 13 (a-i, d)]**

* Oversee safety-related training;
* Maintain copies of all safety-related records, including training, accidents, injuries;
* Perform periodic inspections of the company observing for safety hazards;
* Be responsible for the reporting of any adverse events;
* Conduct safety assessments of the work area at least every 6 months in areas where patients are served and annually in areas where patients are not served

1. All staff personnel shall undergo periodic safety training related to their job descriptions and including the following topics **[PHARM Core 27]**
   1. Body Mechanics
   2. Safety Management: Fire, Evacuation, Security, Office equipment, Environmental hazards
   3. Personnel Safety Techniques
2. Personnel operating a company vehicle shall receive initial and ongoing safety training per the latest DOT requirements, and appropriate to the <insert practice name> Pharmacy’s scope of service **[PHARM Core 27]**
3. <insert practice name> shall provide appropriate written and/or verbal safety instructions, relative to the service provided to the patient
4. <insert practice name> shall utilize information obtained from these safety programs as potential indicators to monitor in the Performance Improvement Plan. **[PHARM Core 17]**

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