



State of Utah
Department of Commerce

Division of Occupational and Professional Licensing

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CLASS B
Methadone Clinic

INSPECTION

New Opening Regular

INFORMATION

Pharmacy Name: _____ Date: _____

Pharmacy License Number: _____ Expiration Date: _____

Controlled Substance License Number: _____ Expiration Date: _____

DEA Registration Number: _____ Expiration Date: _____

Pharmacy Email: _____ Facility FEIN Number: _____

Pharmacy Telephone: _____ Pharmacy Fax: _____

Pharmacy Hours (Monday-Friday): _____ (Saturday): _____ (Sunday): _____

Pharmacy Street Address: _____

City: _____ State: _____ Zip: _____

Consulting Pharmacist (CP): _____

(CP) License Number: _____ Expiration Date: _____

PERSONNEL

List ALL pharmacists and nursing personnel. (attach a separate sheet, if necessary):

Name: _____ License Number: _____ Expiration Date: _____

Name: _____ License Number: _____ Expiration Date: _____

Name: _____ License Number: _____ Expiration Date: _____

Name: _____ License Number: _____ Expiration Date: _____

Name: _____ License Number: _____ Expiration Date: _____

INSPECTION

- | | Yes | No | | | | | | | | | | | |
|--|--|--------------------------|--|--|--|---|--|---|---|--|---|---|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | The pharmacy will not/does not accept back and redistribute any unused drug, or part of it...unless it meets exemptions outlined in UCA 58-17b-503. [UCA 58-17b-502 (5)] | | | | | | | | | | |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | The pharmacy will/does only dispense prescription medications which are patient specific. [UCA 58-17b-602] | | | | | | | | | | |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Each drug dispensed from the pharmacy will/does have a label securely affixed to the container indicating the required minimum information, including: <table border="0" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> name, address, & phone number of pharmacy</td> <td><input type="checkbox"/> serial number of prescription</td> </tr> <tr> <td><input type="checkbox"/> filling date or last dispensing date</td> <td><input type="checkbox"/> name of the patient or animal owner/species</td> </tr> <tr> <td><input type="checkbox"/> name of the prescriber</td> <td><input type="checkbox"/> directions for use & cautionary statements</td> </tr> <tr> <td><input type="checkbox"/> trade, generic or chemical name</td> <td><input type="checkbox"/> amount dispensed & strength of dosage form</td> </tr> <tr> <td><i>(Unless Otherwise Indicated by Prescriber)</i></td> <td><input type="checkbox"/> beyond use date [UCA 58-17b-602 (5) (a-h)]</td> </tr> </table> | <input type="checkbox"/> name, address, & phone number of pharmacy | <input type="checkbox"/> serial number of prescription | <input type="checkbox"/> filling date or last dispensing date | <input type="checkbox"/> name of the patient or animal owner/species | <input type="checkbox"/> name of the prescriber | <input type="checkbox"/> directions for use & cautionary statements | <input type="checkbox"/> trade, generic or chemical name | <input type="checkbox"/> amount dispensed & strength of dosage form | <i>(Unless Otherwise Indicated by Prescriber)</i> | <input type="checkbox"/> beyond use date [UCA 58-17b-602 (5) (a-h)] |
| <input type="checkbox"/> name, address, & phone number of pharmacy | <input type="checkbox"/> serial number of prescription | | | | | | | | | | | | |
| <input type="checkbox"/> filling date or last dispensing date | <input type="checkbox"/> name of the patient or animal owner/species | | | | | | | | | | | | |
| <input type="checkbox"/> name of the prescriber | <input type="checkbox"/> directions for use & cautionary statements | | | | | | | | | | | | |
| <input type="checkbox"/> trade, generic or chemical name | <input type="checkbox"/> amount dispensed & strength of dosage form | | | | | | | | | | | | |
| <i>(Unless Otherwise Indicated by Prescriber)</i> | <input type="checkbox"/> beyond use date [UCA 58-17b-602 (5) (a-h)] | | | | | | | | | | | | |



4. Yes No Except when delivered to the ultimate user via the United States Postal Service, licensed common carrier, or supportive personnel, prescription drugs will be/are only dispensed to the ultimate user or his agent directly from the pharmacy. [UCA 58-17b-602 (7)]
5. All individuals employed in a pharmacy facility having any contact with the public or patients receiving services from that pharmacy facility will/does wear on their person a clearly visible and readable identification showing the individual's name and position. [UCA 58-17b-603 (1)]
6. When communicating by any means, written, verbal, or electronic, pharmacy personnel will/do identify themselves as to licensure classification. [UCA 58-17b-603 (2)]
7. Notification will be/has been provided to the Division in regards to the designated email address used in self audits or alerts for the pharmacy. [UAC R156-17b-603 (2) and (3) (u) (i-ii)]
8. Notification will be/has been provided to the Division in regards to the assignment of the PIC at the above stated pharmacy. [UAC R156-17b-603 (3) (t)]
9. The pharmacy will/does reconcile its controlled substance inventory to account for shortages of controlled substances. [UAC R156-17b-603 (3) (k) & R156-37-502(5)]
10. The offer to counsel will be/is documented and said documentation shall be available to the Division. These records must be maintained for a period of five years and be available for inspection within 7-10 business days. [UAC R156-17b-610 (4)]
11. Prescription files, including refill information, will be/are maintained for a minimum of five years and should be immediately retrievable in written or electronic format. [UAC R156-17b-612 (4)]
12. The facility will be/is well lighted, ventilated, clean and sanitary. [UAC R156-17b-614a (1) (a)]
13. The dispensing area will/does have a sink with hot and cold culinary water separate and apart from any restroom facilities. [UAC R156-17b-614a (b)]
14. The facility will be/is equipped to permit the orderly storage of prescription drugs and durable medical equipment in a manner to permit clear identification, separation and easy retrieval of products and an environment necessary to maintain the integrity of the product inventory. [UAC R156-17b-614a (1) (c)]
15. The facility will be/is equipped to permit practice within the standards and ethics of the profession as dictated by the usual and ordinary scope of practice to be conducted within that facility. [UAC R156-17b-614a (1) (d)]
16. The facility will be/is stocked with the quality and quantity of product necessary for the facility to meet its scope of practice in a manner consistent with the public health, safety and welfare. [UAC R156-17b-614a (1) (e)]
17. The facility will be/is equipped with a security system to permit detection of entry at all times when the facility is closed. [UAC R156-17b-614a (1) (f)]
18. The temperature of the pharmacy will be/is maintained within a range compatible with the proper storage of the drugs. Documentation verifying temperature compliance shall be available to the Division upon request. [UAC R156-17b-614a (2)]
19. The facility will/does have current and retrievable editions of the following reference publications in *print or electronic format* and readily available and retrievable to facility personnel:
- | | |
|---|--|
| <input type="checkbox"/> UCA 58-1 (DOPL Licensing Act) | <input type="checkbox"/> UAC R156-1 (General Rules of DOPL) |
| <input type="checkbox"/> UCA 58-17b (Pharmacy Practice Act) | <input type="checkbox"/> UAC R156-17b (Pharmacy Practice Act Rules) |
| <input type="checkbox"/> UCA 58-37 (Controlled Substance Act) | <input type="checkbox"/> UAC R156-37 (Controlled Substance Act Rules) |
| <input type="checkbox"/> UCA 58-37f (Controlled Substance Database Act) | <input type="checkbox"/> R156-37f (Controlled Substance Database Act Rule) |
| <input type="checkbox"/> Code of Federal Regulations | <input type="checkbox"/> FDA Approved Drug Products (Orange Book) |
| <input type="checkbox"/> General Drug References | |
- [UCA R156-17b-614a (4) (a-k)]

**CLASS B****INSPECTION**

20. The facility will/does post the license of the facility and the license or a copy of the license of each pharmacist and registered nurse who is employed in the facility, but will/does *not* post the license of any just stated employee not actually employed in the facility. [UAC R156-17b-614a (5)]
21. Facilities will/do have a counseling area to allow for confidential patient counseling. [UAC R156-17b-614a (6)]
22. If the pharmacy is located within a larger facility such as a clinic or office, and a licensed Utah pharmacist or registered nurse is not immediately available in the facility, the pharmacy will/does not remain open to pharmacy patients and will be/is locked in such a way as to bar entry to the public or any non-pharmacy personnel. All pharmacies located within a larger facility shall be locked and enclosed in such a way as to bar entry by the public or any non-pharmacy personnel when the pharmacy is closed. [UAC R156-17b-614a (7)]
23. Only a licensed Utah pharmacist or authorized pharmacy personnel will/does have access to the pharmacy when the pharmacy is closed. [UAC R156-17b-614a (8)]
24. The facility will/does maintain a permanent log of the initials or identification codes which identify each dispensing pharmacist and registered nurse by name. The initials or identification codes shall be unique to ensure that each pharmacist can be identified; therefore identical initials or identification codes shall not be used. [UAC R156-17b-614a (9)]
25. The facility will/does maintain a copy 3 of DEA order form (form 222) which has been properly dated, initialed, and filed and all copies of each unaccepted or defective order form and any attached statements or other documents. [UAC R156-17b-614a (10)]
26. If applicable, the facility will/does have a hard copy of the power of attorney authorizing a pharmacist to sign DEA order forms (form 222) available to the Division whenever necessary. [UAC R156-17b-614a (11)]
27. Pharmacists or other responsible individuals will/do verify that the suppliers' invoices of legend drugs, including controlled substances, are listed on the invoices and were actually received by clearly recording their initials and the actual date of receipt of the controlled substances. [UAC R156-17b-614a (12)]
28. The facility will/does maintain a record of suppliers' credit memos for controlled substances and legend drugs. [UAC R156-17b-614a (13)]
29. An annual inventory will be/is conducted every 12 months, following the inventory date of each year and may be taken within four days of the specified inventory date. The PIC is responsible for taking all required inventories, which must be maintained for a period of 5 years, be readily available for inspection, and be filed separately from other records. Additionally, the inventory of Schedule I and II controlled substances must be listed separately from the inventory of Schedule III, IV, and V controlled substances. [UAC R156-17b-605 (3)]
30. If the pharmacy includes a drop/false ceiling, the pharmacy's perimeter walls must extend to the hard deck, or other measures must be taken to prevent unauthorized entry into the pharmacy. [R156-17b-614a (16)]
31. Any facility who experiences a shortage or theft of controlled substances will/does immediately notify law enforcement and file the appropriate forms with the Drug Enforcement Administration, with a copy to the Division directed to the attention of the Investigation Bureau of the Division. . . [UAC R156-37-602 (2)]
32. The facility has not had any employees who have been terminated or quit due to a loss or suspected loss of any prescription medications.
33. Prescription forms and records of all controlled substances listed in Schedule II will be/are maintained separately from Schedules III through V, which will be/are maintained separately from all other facility records. Records must be maintained by licensee for a period of five (5) years. [UAC R156-37-602 (3,5,6)]
34. Prescription records may be/are maintained electronically so long as the original of each prescription, including telephone prescriptions, is maintained in a physical file and contains all of the information required by federal and state law; and an automated data processing system is used for the storage and immediate retrieval of refill information for prescription orders... [UAC R156-37-602 (4) (a-b)]
35. Facility will/does not accept back for destruction any controlled substances. [UAC R156-37-606 & 21 CFR 1307.21]



CLASS B

INSPECTION

- 36. Controlled substance data collection will be/is submitted to the Controlled Substance Database, as required, at least once a week. [UAC R156-37-609 (4)]
- 37. The registered nurse will/does, for each controlled substance dispensed by a pharmacist under the PIC's supervision...submit to the division ...positive identification of the individual receiving the prescription, including the type of identification and any identifying numbers on the identification. [UCA 58-37f-203 (2) (e)]
- 38. The registered pharmacy only will/does processes electronically signed prescriptions for controlled substances under the following conditions: the pharmacy uses a pharmacy application that meets all the applicable requirements; the prescription is otherwise in conformity with the requirements of the Code of Federal Regulations; and Certification Authority (CA) has been obtained. The electronic prescription must be transmitted from the practitioner to the pharmacy in its electronic form and at no time may the prescription be converted to another form (*i.e. facsimile*) for transmission. [CFR, Title 21, Chapter 11, Section 1311]
- 39. Will/does the pharmacy dispense to residents in any other state besides Utah? [UCA 58-17b-618]

COMMENTS

(Use additional sheets if necessary.)



Signature of Responsible Party: _____	Date of Signature: ____/____/____
Signature of Division Investigator: _____	Date of Signature: ____/____/____