



Standard Operating Procedures for Public Health Facilities- Uttar Pradesh

Pharmacy Department



Quality Assurance Division
SPMU, NHM, Uttar Pradesh

| | |
|------------------|------------------------------|
| Name of Facility | Standard Operating Procedure |
| Pharmacy | SOP/NQAS/ /PHA - 1.0 |

SOP: Pharmacy Department

1. Purpose:

To establish a system for:

- Effective and efficient management of pharmacy services in the facility including storage and dispensing of drugs.
- These comply with the applicable laws and regulations.
- To ensure that patients receive medicines appropriate to their clinical needs, in doses that meet their individual requirements, for an adequate period of time.
- To ensure the selection, purchase, control, storage, dispensing and distribution of pharmaceutical items as per need of the beneficiary including women & Child and it should be in compliance with 'State Drug Policy'.

2. Scope:

It covers all activities related to medicine inventory management, storage and dispensing of drugs to the patients (OPD & IPD)

3. Responsibility:

Chief Pharmacist and Pharmacists

Storage- Chief Pharmacist /Pharmacist and Dispensary- Concerned pharmacists

4. Procedure:

| Sl. No. | Activity | Responsibility | Reference Document/ Record |
|---------|--|--|----------------------------|
| 4.1 | Based on EDL (Essential Drug list) of state, Drug and Therapeutic Committee develops "Drug Formulary" appropriate to Facility needs and scope of services. A copy of the formulary is available at Pharmacy and with all treating Physicians and departments. | Drug and Therapeutic committee MS / Pharmacist | Drug Formulary |
| | Indenting drugs from District Drug Warehouse: A bi-monthly check of drugs is done based on consumption. This is done through HMIS. If | | |

| | | | |
|------------------------------------|-------------------------|------------|-------------------|
| Prepared by : Department In-charge | Approved by : Name : | Issue Date | Version No. : 1.0 |
|------------------------------------|-------------------------|------------|-------------------|

This Document is Confidential & do not disclosed outside the Facility without permission of CMS/SIC

