



VOLUME 9: PHARMACY SERVICES	Effective Date: 05/2008
CHAPTER 29	Revision Date: 01/2017
9.29 IMPAIRED PHARMACY PERSONNEL PROCEDURE	Attachments: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

I. PROCEDURE OVERVIEW

California Correctional Health Care Services' (CCHCS) pharmacy personnel are required to report to work physically and mentally able to perform their duties to avoid endangering the safety of themselves and others.

This procedure describes the process of taking action to protect the public when a licensed individual employed by or with the pharmacy is discovered or known to:

- Be chemically, mentally, or physically impaired to the extent it affects his or her ability to practice the profession or occupation authorized by his or her license; or
- Have engaged in the theft, diversion, or self-use of dangerous drugs.

Impairment shall be reported to the Statewide Chief of Pharmacy Services and the California State Board of Pharmacy in accordance with applicable regulations.

Incidents of actual or suspected fraud, theft, loss, or irregularities of medications shall be reported immediately pursuant to Administrative Policy, Section 2, Chapter 4, Reporting of Actual or Suspected Fraud and Irregularities Policy.

II. DEFINITION

Public: For the purposes of this chapter, public refers to employees, co-workers, patients, and any other persons interacting with pharmacy personnel.

III. PURPOSE

To protect the public by ensuring that pharmacy personnel reporting to work are physically and mentally able to perform their duties.

IV. PROCEDURE

- A. The Chief Executive Officer (CEO) and the Pharmacist-in-Charge (PIC) or their respective designees shall be responsible for taking action in compliance with California Department of Corrections and Rehabilitation (CDCR) policies and state regulatory mandates to protect the public whenever pharmacy personnel is discovered or is known to be chemically, mentally, or physically impaired to the extent that the impairment affects job performance.
- B. It is the professional responsibility of pharmacy personnel to immediately report suspected chemical, mental, or physical impairment to a supervisor.
 1. Impaired pharmacy personnel shall be reported to the PIC. If the PIC is suspected to be impaired, the report shall be made to the CEO.
 2. If a supervisor is not immediately available, pharmacy personnel shall contact the Administrative Officer of the Day (AOD). The Watch Commander may be contacted to identify the AOD.

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- C. The PIC, CEO, or AOD shall immediately remove an employee who is suspected of being impaired or under the influence of alcohol or drugs from pharmacy duties.
- D. Any pharmacy personnel suspected of being chemically impaired on the job may be subject to substance testing according to CDCR's Reasonable Suspicion Policy. Positive test results may result in disciplinary action up to and including termination.
- E. The PIC or designee shall notify the Statewide Chief of Pharmacy Services or designee via telephone and in writing via electronic mail as soon as possible regarding any suspected impairment of pharmacy personnel.
- F. Any pharmacy personnel suspected of being physically or mentally impaired on the job may be subject to a medical evaluation according to CCHCS' Fitness for Duty Evaluation process.
- G. The PIC shall notify the California State Board of Pharmacy in writing of any employee's admission of impairment, documented evidence of impairment, or termination as a result of impairment within 14 calendar days of discovery of impairment or termination. All correspondence with the California State Board of Pharmacy shall be sent via certified mail. A scanned copy of the notification to the California State Board of Pharmacy shall be sent via electronic mail to the Statewide Chief of Pharmacy Services.

IV. REFERENCES

- California Business and Professions Code, Division 2, Chapter 9, Article 6, Section 4104
- California Code of Regulations, Title 2, Division 1, Chapter 3, Subchapter 1, Article 29, Substance Abuse
- California Department of Corrections and Rehabilitation, Reasonable Suspicion Policy located on the CDCR intranet at:
http://intranet/ADM/DSS/hr/oew/Documents/Reasonable%20Suspicion%20Policy_2.pdf
- California Correctional Health Care Services, Fitness for Duty Evaluation memorandum located on Lifeline at:
<http://lifeline/HealthCareOperations/MedicalServices/Pharmacy/Forms/Fitness-For-Duty-Evaluations.pdf>
- California Correctional Health Care Services, Inmate Medical Services Policies and Procedures, Volume 9, Chapter 21, Break-In, Theft/Loss from Pharmacy or Medication Storage Areas Procedure
- California Correctional Health Care Services, Administrative Policy, Section 2, Chapter 4, Reporting of Actual or Suspected Fraud and Irregularities Policy