

**Licensing & Certification Program  
General Acute Care Hospital Relicensing Survey  
Pharmacy Entrance List**

**ENTRANCE DOCUMENTS/DATA REQUEST FOR MEDICATION ERROR REDUCTION PLAN (MERP) AND PHARMACEUTICAL SERVICES**

NAME OF FACILITY	DATE	NAME OF SURVEYOR

The survey process will include the Title 22 California Code of Regulations, Chapter 1 and Health and Safety Code (HSC) section 1339.63. Please have available items one through three as soon as possible.

<b>Please provide the following documents/data <u>directly</u> to the Pharmaceutical Consultant of the survey team:</b>	<b>RECEIVED</b>	<b>NOTE</b>
	√	
1. Policies and procedures related to:		
• Medication errors (e.g., reporting and analysis)		
• Medication administration (including medication administration times)		
• Emergency medication use (crash carts, malignant hyperthermia carts, etc.)		
• Automated dispensing cabinets (ADCs) including overrides and discrepancies		
• Drug storage (refrigerators, warmers, unit stock, etc.)		
• High risk medication use (transdermal fentanyl, insulin, droperidol, propofol, etc.)		
2. The current MERP and evidence of annual reviews since the previous MERP survey.		
3. List of patients who have received any of the medications as indicated on the " <i>Patient Lists Request for Clinical Record Review</i> " within the last 30 days.		
4. Medication error summary reports and trends analysis since the last MERP survey.		
5. Multidisciplinary MERP committee meeting minutes and Pharmacy and Therapeutics Committee meeting minutes since the last MERP survey.		
6. Preprinted or computer order sets for titrating medications (insulin drip, heparin, etc.).		
7. All adverse events since the last MERP survey, resulting in patient death or serious disability directly related to a contaminated drug, device, or biologic; use or function of a device other than is intended (where "device" refers to equipment associated with medication delivery); medication error or hypoglycemia (see HSC section 1279.1 (b)(2)(A)(B) and (b)(4)(A)(D).		

**Licensing & Certification Program  
General Acute Care Hospital Relicensing Survey  
Pharmacy Entrance List**

**ENTRANCE DOCUMENTS/DATA REQUEST FOR MEDICATION ERROR REDUCTION PLAN (MERP) AND PHARMACEUTICAL SERVICES**

**Patient Lists Request for Clinical Record Review**

Please provide the lists of patients who have received the following high-risk/high-alert medications in the past 30 days with policies and procedures and/or preprinted order sets related to these medications:

- PCA delivered drugs
- Transdermal fentanyl
- Insulin drip
- Heparin drip
- Droperidol
- Propofol
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

In addition, please provide list(s) of patients who have received the following medication(s) in the past 30 days:

- Rescue (reversal) agent(s): \_\_\_\_\_
- \_\_\_\_\_

High-risk medications are those medications involved in a high percentage of medication errors and/or sentinel events, and medications that carry a higher risk for abuse, errors, or other adverse outcomes. High alert medications are drugs that bear a heightened risk of causing significant patient harm when they are used in error. Although mistakes may or may not be more common with these drugs, the consequences of an error are clearly more devastating to patients. For high-risk/high-alert medications and high-risk patients (e.g., pediatric, geriatric or patients with renal or hepatic impairment), there should be systems in place to minimize adverse drug events. Such systems may include strategies such as dose limits, pre-printed orders, special packaging, special labeling, improving access to information about these drugs, safeguards in distribution of high-risk/high-alert medications, automated alerts and employing redundancies such as automated or independent double-checks when necessary.

High-risk medications will vary between hospitals and health care settings depending on patient populations and services provided.