

 مؤسسة مستشفى سرطان الأطفال - مصر Children's Cancer Hospital Foundation - Egypt		Policy Name: <h2 style="text-align: center;">Med station (Pyxis)</h2>	
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1.0 Change of policy

1.1 No changes

2.0 Purpose

- 2.1** This policy and procedure are established to provide a standard process for med stations (Pyxis) to control their floor stock medications and distributions.

3.0 Policy

3.1 Policy statement:

- 3.1.1** This policy and procedure are established to ensure proper utilization of the Med Station medication stock to provide highly effective inpatient medication doses except for IV medications which prepare in a sterile area and refrigerated medications with full integration of Pyxis, Cerner and Oracle.

3.2 Scope:

- 3.2.1** This policy applicable where Med Station medication stock is available.

3.3 Responsibilities

- 3.3.1** Pharmacy staff.
3.3.2 Nursing staff.

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3.3.3 Supply chain staff.

4.0 Definitions /abbreviations:

- 4.1 **CCHE:** Children Cancer Hospital – 57357 Egypt
- 4.2 **CPID:** Continuous Performance Improvement Department
- 4.3 **MMU:** Medication Management & Use
- 4.4 **MMS:** Medication Management & Safety
- 4.5 **Med Station (Pyxis):** an automated dispensing cabinet (Station) is positioned in patient care area throughout the hospital that provide secure medication storage along with electronic tracking.
- 4.6 **Cerner:** is an international health care information computer-based technology that specializes in providing complete systems for hospitals and other medical organizations to manage and integrate all electronic medical records, computerized physician order entry, and financial information
- 4.7 **ICU:** Intensive Care Unit
- 4.8 **ER:** Emergency Room

5.0 Procedure:

5.1 Filling and requisition:

- 5.1.1 When inventory Levels drop below a minimum level critical low report, Station refill lists are generated in pharmacy sub store 76 to refill stock.
- 5.1.2 The Pyxis pharmacist members did inventory quantity on hand on Pyxis cabinets and refill the cabinet.
- 5.1.3 The Pyxis pharmacist members refill all medications to the Pyxis cabinets with Cerner Bar codes that used for identification of all medications to be refilled.
- 5.1.4 This Bar Codes Contain the following: medications name dosage form, expire date and lot number. all procedure related to barcoding and repackaging refer to Barcoding and Repackaging of medication policy.
- 5.1.5 The Pyxis pharmacist members create requisition from sub store 76 to each Pyxis cabinet on Oracle after refilling cabinets.
- 5.1.6 Each requisition shall be signed by charge nurse after reviewing the refill process.
- 5.1.7 The Pyxis pharmacist members refilled all medications to the Pyxis cabinets with maximum level of medications twice weekly in all Inpatients Pyxis cabinets and three times weekly in ICU and ER Pyxis cabinets.
- 5.1.8 The Pyxis pharmacist members create requisition from main store 10 to sub store 76 on Oracle system weekly.
- 5.1.9 Low-rate drugs should be changed with others with newer expiry date if available in order to send it to other pharmacy department that use this drug with a higher rate to avoid its expiry.
- 5.1.10 All Pyxis pharmacist members shall be trained for using the Pyxis system.

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5.2 Med station (Pyxis) security and safety:

- 5.2.1 Only authorized users can access the Med Station.
- 5.2.2 All Pyxis cabinets have all patients on these locations with complete medications list.
- 5.2.3 Password will be set after training should be done before the password activation. Sharing or disclosure of password is strictly prohibited. Employees violating this policy are subject to discipline, up to the termination of that employment. Security levels will be determined by job description and each individual task's responsibility in the system.
- 5.2.4 User templates include Pharmacy staff, nursing staff, and Admin. Passwords will be changed when compromised.
- 5.2.5 Restricted accessibility only for the charge nurse which only have access to withdraw high alert medications and concentrated electrolyte (Pyxis restricted list) in location that approve to use it.

5.3 Removing Medications:

- 5.3.1 Nursing staff will log on the Station to obtain medications that previously ordered by the physician either on Cerner or by Verbal Order in emergency cases till its entry on Cerner during next 24 hours and they can withdraw verbal order (list override).
- 5.3.2 The patient will be selected from the list displayed, then the medication will be selected from the medication list.
- 5.3.3 Only one drawer which containing the medication will open allowing the nurse to remove the selected medication.
- 5.3.4 The nursing staff shall scan the medications.
- 5.3.5 Any technical problem during scanning process must be forwarded to pharmacy IT officer.
- 5.3.6 If the medications discontinue or held after removing from Pyxis the nursing staff return the medications to Return Bin or to the Medications Pocket according to medications and pocket type.
- 5.3.7 Pyxis pharmacist shall review all medications from the Return Bin and refill it on Medications Pocket after reviewing the medications.

5.4 Discrepancy Resolution:

- 5.4.1 A discrepancy occurs when an actual count of the number of medications in a Pocket does not match the count expected by the system.
- 5.4.2 When a discrepancy occurs, the Discrepancy alert appears on the stations to be resolved every shift with the nursing charge.
- 5.4.3 Reports of all discrepancies will be reviewed weekly by both pharmacy and nursing management for Trend Analysis.

5.5 Downtime:

- 5.5.1 Cerner-Pyxis integration down time:

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- 5.5.1.1 In case of orders already on Cerner, the nursing staff can withdraw this medication from Pyxis.
- 5.5.1.2 In case of any extra medications after the physician has written the orders, they can be withdrawn by override and should be reviewed with the Inpatient pharmacists.

5.5.2 Drawer down time

- 5.5.2.1 If certain drawer had problem that can't be maintained during 1 hour- Pyxis pharmacist load the medication on other drawer till the problem solved.
- 5.5.2.2 If there is no space in certain Med Station, nurse can dispense the medication from the nearest Pyxis station containing that medication, these all-inpatient floors can be gathered, for ICU, and BMT together ER and daycare together.

5.5.3 Pyxis station downtime

- 5.5.3.1 For Planned Downtime, Nurse will be notified and withdraw all patient's medications that cover downtime period of the patients" max 24 hrs."
- 5.5.3.2 For Unplanned or Long Planned Downtime, all medications will be dispensed by Pyxis pharmacist as patient specific unit dose after order verification by Pyxis pharmacist as 24 hours doses.

6.0 References:

- 6.1 N/A

7.0 Appendices:

7.1 Related Forms:

- 7.1.1 N/A

7.2 Related Policy:

- 7.2.1 Medication Management Program

7.3 Related Standards:

- 7.3.1 JCI standards 7th edition – MMU Chapter. (MMU.5)
- 7.3.2 GAHAR Standards name.MMS.14& .15 – IMT.11

7.4 Attachments

- 7.4.1 Lists of Drugs available in Pyxis per locations.
- 7.4.2 Restricted medications list.
- 7.4.3 Override medications.