
should establish scientific based safety strategies to prevent or minimize errors with these confusing medications.

MM.7 The hospital establishes a multidisciplinary pharmacy and therapeutics committee or equivalent to provide oversight of the hospital formulary and medication use.

- MM.7.1 There is a pharmacy and therapeutics committee chaired by a senior medical or pharmaceutical care staff member.
- MM.7.2 There are terms of reference for the pharmacy and therapeutics committee that include committee's functions, membership, quorum, frequency of meetings, approval, and distribution of minutes.
- MM.7.3 The pharmacy and therapeutics committee meets on a regular basis (at least quarterly).
- MM.7.4 The meeting minutes of the committee reflects the members in attendance, items discussed, decisions reached, lead accountability assigned for action undertaken and subsequent reporting, as well as follow-up data for these activities.
- MM.7.5 Functions of the pharmacy and therapeutics committee include, but are not limited to, the following:
 - MM.7.5.1 Serve in an evaluative, educational, and advisory capacity to the medical staff and hospital management in all matters pertaining to the use of medications.
 - MM.7.5.2 Develop and approve criteria for selecting medications that include at least indications, effectiveness, risks (potential for medication errors, abuse potential, and sentinel events), or cost.
 - MM.7.5.3 Develop a formulary of drugs accepted for use in the hospital and provide for its constant revision.
 - MM.7.5.4 Establish programs and procedures that help ensure safe and effective drug therapy.
 - MM.7.5.5 Establish programs and procedures that help ensure cost-effective drug therapy.
 - MM.7.5.6 Establish or plan suitable educational programs for the hospital's professional staff on matters related to drug use.
 - MM.7.5.7 Participate in quality improvement activities related to distribution, administration, and use of medications.
 - MM.7.5.8 Monitor and evaluate adverse drug events and make appropriate recommendations to prevent their recurrence.
 - MM.7.5.9 Establish evidence-based therapeutic guidelines according to the scope of services of the hospital (e.g., intravenous iron,

intravenous immunoglobulin, albumin, heparin, chemo protocols, high alert medications, and electrolyte management guidelines).

MM.7.5.10 Initiate and/or direct drug use evaluation programs and studies, review the results of such activities, and make appropriate recommendations to optimize drug use.

MM.7.5.11 Advise the pharmaceutical care department in the implementation of effective drug distribution and control procedures.

MM.7.5.12 Disseminate information on its actions and approved recommendations to all staff.

MM.7.5.13 The committee conducts an annual review of its hospital formulary based on safety and efficacy information (e.g., Saudi FDA warnings, international medication safety alerts, hospital-based adverse drug reaction reports, and drug utilization evaluation studies).

Standard Intent:

Inappropriate use of medicines wastes resources and seriously undermines the quality of patient care. A pharmacy and therapeutics (P&T) committee can significantly improve drug use and reduce costs in hospitals. The P&T committee is an important medical staff advisory group. As the primary, formal communication link between the pharmacy and medical staff, the P&T committee is of particular importance to the department of pharmacy services. The committee is responsible for managing the formulary system. The evaluation of medications requires significant expertise and time commitment and a rigorous, transparent approach. Documented evidence for the efficacy, safety, quality and cost of all drugs under consideration for inclusion in the formulary list must be examined.

P&T committee is composed of actively practicing physicians, other prescribers, pharmacists, nurses, administrators, quality improvement managers, and other health care professionals and staff who participate in the medication-use process. The P&T committee is responsible for overseeing policies and procedures related to all aspects of medication use within an institution. Other responsibilities of the P&T committee include medication-use evaluation, adverse-drug-event monitoring and reporting, medication-error prevention, and development of clinical care plans and guidelines.

MM.8 The hospital has an updated, structured, and well organized drug formulary.

MM.8.1 The hospital has a structured and well organized formulary that is updated annually.