

PRINCE EDWARD ISLAND

PHA CYBOARD

South Shore Professional Building
P.O. Box 89, Crapaud, P.E.I. COA IJO
Phone: (902) 658-2780 Fax: (902) 658-2198 E-mail: peipharm@auracom-com

Member Organization of the National Association of Pharmacy Regulatory Authorities (NAPRA)

GUIDELINES FOR THE DELIVERY OF PRESCRIPTIONS

I **Pharmacists** should take steps to ensure all personnel responsible for the delivery of prescriptions are reliable and bondable and can provide proof of delivery.

2. Signatures should be obtained, when possible, from the patient or the patient's agent upon delivery of all prescriptions.

3. Nondeliverable prescriptions (i.e. patient not at home at time of delivery) should be returned to the pharmacy as soon as possible after the delivery attempt.

4. Prescriptions should not be left in an alternate site (mailbox, mail-slot, front desk of apt. building, etc.) unless the patient has expressly requested. If the patient requests that a prescription be mailed or left in an alternate site, the pharmacist should use professional judgement in doing so.

5. Pharmacists should consider the product's recommended storage temperature range, especially during periods of extreme temperature, when delivering/mailing prescriptions,

6. Prescriptions should be properly packaged to prevent breakage.

7. To ensure confidentiality when delivering or mailing a prescription, the outer package should contain only the name and address of the patient. If a patient requests that an unfilled prescription be picked up and delivered to the pharmacy for filling, the pharmacist should advise the patient to enclose the prescription in a bag or envelope.

8. Patient counselling, as set in the Regulations of the Pharmacy Act, must be provided to the

patient or patient's agent. Therefore, when a prescription is delivered via courier, mail, etc., the pharmacist, by law, must fully explain to the patient or the patient's agent, at the time the drug is first dispensed, the proper use of the drug including:

- name and strength of drug
- proper administration
- common side effects
- common Interactions
- proper storage requirements
- special instructions for the operation of a container/device
- additional printed information, if available

It is the responsibility of the pharmacist to ensure that each patient has sufficient information and advice for the proper use of the drug delivered . The patient should also be provided direction for contacting the pharmacist for any further questions

16. Narcotic and controlled drugs should be delivered directly to the patient or patient's agent or via registered mail.