CSR / PHARMACY / EQUIPMENT COMMITTEE

Description:
The CSR / Pharmacy / Equipment Committee promote safe and effective use of medications, supplies and equipment in the unit.

Objectives:
1. To conduct inventory of CSR and Pharmacy supplies including the monitoring of expiration dates of stocks and to submit written report
2. To regularly check and maintain cleanliness and completeness of bedside cabinet for patient’s supplies, as well as crash cart, medication cart, and equipment stock room.
3. To facilitate evaluation of newly introduced products endorsed by the product evaluation coordinator
4. To submit a written report regarding results of product evaluation to the chairman committee and HN

Guidelines:
1. The pediatric head nurses shall designate staff nurses as CSR / Pharmacy / Equipment Committee members.
2. The committee members shall submit to HN the Plans and Programs for the Calendar Year
3. The HN shall meet with the members of the committee to discuss, to implement, and evaluate Plans and Programs for the Calendar Year
4. The committee shall submit to HN a report at the end of each semester

Duties and Responsibilities:
- Demonstrates proper use and handling of products/equipment for evaluation.
- Evaluates those products as to its efficiency and safety and submit reports/evaluation to the Product Evaluation coordinator.
- Monitors proper distribution of those products to the patients.
- Checks for completeness and availability of CSR supplies for patients and crash cart use.
- Checks and monitors completeness of pharmacy supplies including narcotics, high alert drugs, emergency drugs, and turned-in medicines.
- Makes an inventory of CSR and Pharmacy items every week and submits a report on it.
- Monitors proper storage, handling and administration of all pharmaceutical agents.