



## Satellite Location – Remote Dispensing Options for Farmed and Large Animal Anti-Microbial Drugs

### Accreditation Inspection Requirements

A Director choosing to operate a satellite location from an existing accredited facility for the purpose of dispensing anti-microbial drugs to farmed and large animals only, remains responsible for adhering to all the relevant food animal or equine facility requirements listed in the *Minimum Standards for Veterinary Facilities in Ontario*.

#### Definition of Satellite Location for the Purposes of Remote Dispensing

A satellite location for the purposes of remote dispensing is a location remote or removed from the existing accredited food animal or equine facility which is to be used solely for the purpose of dispensing bulk antimicrobial drugs to farmed or large animals. Each proposed satellite location is individually evaluated to assure it meets the regulatory requirements of the Veterinarians Act. Every satellite location functions as a component of an existing accredited facility and is a separately accredited space. The Director of the accredited facility must have a signed undertaking with the College in relation to their use of a satellite location for the purposes of remote dispensing.

#### Satellite Location – Accreditation Requirements

For the purposes of accreditation, the satellite Location will meet the following requirements:

- 1) That the remote accredited dispensary is enclosed in a secure space which provides reasonable protection against unauthorized access to the veterinary records.
- 2) That drugs are stored appropriately to maintain safety and efficacy and assure accurate inventory control and management.

- 3) That medical records are maintained so that the veterinary records are complete and traceable.
- 4) That when medical records are retained in an electronic medium, the electronic computer system includes a password and other reasonable methods of protecting against unauthorized access as well as automatic back up of files and allows for the recovery of backed up files or otherwise provides reasonable protection against loss of damage and inaccessibility of information.
- 5) That records are only deleted on the confirmation of the prescribing veterinarian.
- 6) That medical records are kept in a systematic manner.

Satellite Location - Pharmacy Record Keeping Requirements as per the *Minimum Standards for Veterinary Facilities in Ontario*:

- 1) Keep an inventory of every drug that is purchased, and immediately upon receiving the drug, ensure that the following information is entered in the record:
  - i. The date of purchase of the drug and if different, the date the member received the drug;
  - ii. The name, strength and quantity of the drug received;
  - iii. The name and address of the supplier from whom the drug was purchased;
  - iv. The purchase price; and
  - v. The signature of the person who received it.
- 2) When dispensing a drug, make a written record which includes the following:
  - i. The name of the prescribing veterinarian;
  - ii. the name and address of the owner of the animal or group of animals for which the drug is prescribed;
  - iii. the name, strength and quantity of the prescribed drug;
  - iv. the Drug Identification Number (DIN);
  - v. the directions for use if they are different than the directions for use on the manufacturer's label or if the manufacturer's label does not specify the directions for use;
  - vi. the date on which the drug is dispensed; and
  - vii. a record of who dispensed the drug.
- 3) Ensures that all labels on the container in which a drug is dispensed include the following information, whether on the dispensing label or the manufacturer's label:
  - i. the name, strength and quantity of the drug;
  - ii. the date the drug is dispensed;
  - iii. the name and address of the prescribing veterinarian;

- iv. the identity of the animal or group of animals for which it is dispensed;
  - v. the name of the owner of the animal or animals; and
  - vi. the Drug Identification Number (DIN)
  - vii. prescribed directions for use (dose, route of administration, frequency, and duration;
  - viii. minimal withholding time (where applicable) as prescribed;
  - ix. storage precautions
  - x. any toxic warnings or other precautions appearing on the original label; and
  - xi. any other information required by legislation;
  - xii. marks the label on the container in which a drug is dispensed with the word “Veterinary Use Only” on both inner and outer package labels
  - xiii. if drugs are dispensed in a container, each container must be labelled. If a case containing multiple containers is dispensed, the case must be labelled.
- 4) Documents disposal of a drug that is damaged or expired and unfit for dispensing safely and securely and in accordance with any environmental requirements.
- 5) May not return to stock, administer, re-sell or re-dispense a drug that was previously dispensed.

The inspector is required to return in 90-120 days to verify that the medical records being created and maintained at the satellite location are conforming to the following requirements:

Legislative Authority

*Ontario Regulation 1093, R.S.O. 1990, s. 25(2), 27(1) & (3)*

*Minimum Standards for Veterinary Facilities in Ontario*

*Professional Practice Standard: Dispensing a Drug*

*Guide to the Professional Practice Standard: Dispensing a Drug*

*Professional Practice Standard: Prescribing a Drug*

*Guide to the Professional Practice Standard: Prescribing a Drug*