

## Disaster Plan Complete Evacuation Pharmacy Role

Section

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### POLICY

The Pharmacy used by the Home shall be notified in the event of a disaster resulting in a total evacuation to assist in the logistics of maintaining the residents' medications and basic medical supplies.

### Procedure

- The Director of Nursing (DON) will inform the pharmacy of the disaster and total evacuation. Up to date contact phone numbers are located in either Medication Rooms on first or second floor.
- DON will complete the Pharmacy's Disaster Plan Form and Contact List ( HSM0 Section 5 Page v(1) and fax it to the pharmacy. Will also inform the pharmacist of the extent of the damage and loss of medications if this is the case.
- Depending on the extent of damage or loss of medications, the Pharmacy may need to;
  - Prepare a set of MAR's
  - Determine which medications are required immediately and fill those first;
  - Card remaining prescription medications;
  - Supply any necessary stock drugs.
- The DON, Administrator or RN on duty will then;
  - Assess the Gathering Area and Receiving Centers to determine the best method of safekeeping for narcotic medications;
  - Ensure MAR's are distributed to each receiving center in respect to where each resident is staying.
  - It may be necessary, depending on the length of the evacuation, to have the med carts delivered to each receiving center to enable proper storage and security of all medications and narcotics.
- Following this page shall be the Disaster Plan Form from the Pharmacy. (Redacted from online version)

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