



Ambulatory Surgery Center / Multi-Provider Clinics

What to expect during a Board of Pharmacy Inspection?

The Mississippi Board of Pharmacy appreciates your cooperation during this inspection. The mission of the Board is to protect and promote the health of Mississippi citizens by regulating and controlling the practice of pharmacy and the distribution of prescription drugs and devices. Our inspections are done by compliance agents of the Board of Pharmacy. Inspections are routine (once every 12-18 months), unannounced visits. The goal of an inspection is to safeguard the health and safety of consumers. An inspection is also an opportunity for our compliance agents to provide education, guidance, and answers to any questions you may have. We look forward to partnering with you to keep Mississippi healthy and safe.

Compliance Agents

- Identifies him or herself (provides business card and shows badge if asked)
- Conduct inspections with professionalism and good judgement
- Provide information and answer any questions about regulations

Ambulatory Surgery Center or Multi-Provider Clinic Staff

- Provide access to the compliance agent during regular business hours
- Provide access to review all necessary documents to include records of manufacture, sale, acquisition, receipt, shipment, and disposition of medications
- Provide access to inspect any automated dispensaries

Policies & Procedures

- Purchasing medications (licensed trading partners, traceability)
- Preparation of sterile medications, parenteral admixtures and other compounding practices (including training for safe administration)
- Medication storage
- Formulary
- Maintenance of records (inventories, acquisition, and disposition to include: wholesaler invoices, dispensing records, records of drug return or destruction)
- Security of medications
- Controlled Substance accountability
- Monthly advisory pharmacist audits and reports
- Medication orders for administration
- Controlled Substance discrepancies or losses

Advisory Report

- Performed monthly
- Deficiencies noted
- Monthly audit of Controlled Substances completed
- Medication orders reviewed
- Controlled Substance discrepancies reported/procedures followed

Additional Information

- DEA Registration
- Annual Controlled Substance Inventory
- Permit (facility)
- Pharmacist In Charge
- Drug expiration dates

Post Inspection

Any conditions that are unsatisfactory or need improvement will need to be corrected. Keep all documentation related to making those corrections with your inspection report. If the compliance agent suspects a violation of pharmacy law has occurred, the facility may receive a written notice. Examples of written notices would be:

- Education/call for corrective action plan
- Issue a warning or reprimand
- Issue a citation
- Refer the case for disciplinary action

Warnings, citations, and reprimands are not considered formal disciplinary actions.