DEPARTMENT OF COMMUNITY HEALTH

DIRECTOR'S OFFICE

CENTRALIZED PRESCRIPTION PROCESSING PHARMACIES

(By authority conferred on the director of the department of community health by sections 16145 and 17701 of 1978 PA 368, MCL 333.16145 and 333.17701 et seq. and Executive Reorganization Order Numbers 1996-1, 1996-2, and 2003-1, being MCL 330.3101, 445.2001, and 445.2011)

PART 1. GENERAL PROVISIONS

R 338.3051 Definitions.

Rule 1. (1) As used in parts 1 and 2 of the centralized prescription processing rules, R 338.3051 to R 338.3054:

(a) "Centralized prescription processing center" means a pharmacy operated under the direction of a pharmacist that processes information related to the practice of pharmacy and engages in centralized prescription processing.

(b) "Centralized prescription processing" is the term defined in section 17753(3) of the code.

(c) "Code" means 1978 PA 368, MCL 333.1101 et seq.

(d) "Deliver" as used in this part means to issue a prescription drug, including a controlled substance, directly to a patient or a patient's agent by the lawful order of a practitioner. A centralized prescription processing center that provides a prescription product to another pharmacy for subsequent issuance to a patient or a patient's agent has not met the definition of deliver as defined in this subrule.

(e) "Delivering pharmacist" means a pharmacist who is responsible for delivering a prescription directly to a patient or a patient's agent.

(f) "Delivering pharmacy" means the pharmacy that delivers the filled or refilled prescription to the patient or the patient's authorized representative. The delivering pharmacy shall be either the originating pharmacy or the centralized prescription processing center.

(g) "Originating pharmacy" means a pharmacy that initially receives a patient's or a prescribing practitioner's request to fill or refill a prescription.

(2) The terms defined in the code have the same meanings when used in these rules.

History: 2008 AACS.

R 338.3052 Centralized prescription processing rules; prevail over other pharmacy rules.

Rule 2. To the extent that any rule in parts 1 and 2 of the centralized prescription processing rules conflicts with other board of pharmacy rules, the provisions in parts 1 and 2 of the centralized prescription processing rules shall prevail.

History: 2008 AACS.

R 338.3053 Centralized prescription processing; requirements.

Rule 3. (1) In addition to complying with the requirements of section 17753 of the code, a pharmacy may perform centralized prescription processing services or outsource these services to another pharmacy. Pharmacies that perform or outsource prescription processing services shall meet all of the following requirements:

(a) Be licensed by the Michigan board of pharmacy.

(b) Share sufficient patient and drug information to minimize the possibility of an adverse drug event.

(c) Maintain prescription information or an equivalent record, as prescribed in section 17752(1) of the code, and the records required in R 338.3054 of this part, for 5 years. A centralized prescription processing center and an originating pharmacy shall ensure that the information is readily retrievable within 48 hours after the board's agent makes a request for the information. If the records are maintained in a digital format, a printed copy shall be made available immediately to the board's agent upon request.

(2) A pharmacy engaging in centralized prescription processing shall be responsible for each function of the prescription's processing performed by that pharmacy.

(3) A delivering pharmacist shall be responsible for complying with R 338.490(4) regarding patient counseling.

(4) The prescription label for a prescription that was filled by a centralized prescription processing center shall identify each pharmacy that was involved in preparing and delivering a prescription. A centralized prescription processing center may be identified on a prescription label by use of a unique identifier that is recognized by the delivering pharmacist. As used in this subrule, "unique identifier" means a unique combination of letters, numbers, or symbols that allows the delivering pharmacy to identify the specific centralized prescription processing center involved in the processing of the prescription. A centralized prescription processing center shall create and maintain a unique identifier and shall communicate the unique identifier to all pharmacies that use its services.

(5) A prescription that was not delivered to a patient may be transferred back to the pharmacy that filled the prescription, provided that the transfer records are maintained. A centralized prescription processing center and an originating pharmacy shall establish procedures for the disposition of prescription medication that was not delivered to patients. This medication may be returned to stock and may be re-delivered without constituting a violation of R 338.472(1).

(6) A pharmacy that performs or contracts for centralized prescription services shall comply with the procedures described in its policies and procedures manual, as provided in section 17753(2) of the code.

History: 2008 AACS.

R 338.3054 Records maintenance; requirements for centralized prescription processing pharmacies.

Rule 4. (1) An originating pharmacy shall maintain records that indicate all of the following:

(a) The date the request for centralized prescription processing services was transmitted to a centralized prescription processing center.

(b) The method of transmittal.

(c) The identification of the pharmacist responsible for the transmission.

(d) The name and address of the centralized prescription processing center to which the request for centralized prescription processing services was transmitted.

(e) The date the delivering pharmacy received the filled prescription from the centralized prescription processing center.

(f) The name of the pharmacy employee who accepted the delivery of a filled prescription from a centralized prescription processing center.

(g) The identification of the pharmacist who was responsible for delivering the prescription to the patient or the patient's agent.

(2) A centralized prescription processing center that receives the transmitted prescription shall maintain records that indicate all of the following, as applicable to its function:

(a) The date the request for centralized prescription processing services was received from the originating pharmacy.

(b) The name and address of the originating pharmacy from which the request for centralized prescription processing services was received.

(c) The date the prescription was processed, verified, or filled.

(d) The identification of any pharmacist who was responsible for processing the prescription and shipping a filled prescription to an originating pharmacy or delivering a filled prescription to a patient or a patient's agent.

(e) The date the filled prescription was shipped to the originating pharmacy or was shipped or delivered to the patient or the patient's agent.

(f) If shipped, the name and address of the patient to whom the filled prescription was shipped.

(g) The method of delivery, such as private, common, or contract carrier, if shipped.

(3) If a prescription was not delivered to a patient and was transferred back to the pharmacy that filled the prescription, that pharmacy shall maintain the transfer records.

History: 2008 AACS.

PART 2 . CONTROLLED SUBSTANCES PRESCRIPTIONS

R 338.3055 Schedule 2, 3, 4, or 5 controlled substances prescriptions; requirements for centralized prescription processing pharmacies.

Rule 5. (1) In addition to complying with the requirements of Part 1 of these rules, a pharmacy that performs or contracts for centralized prescription processing services shall comply with this rule when processing a prescription for a schedule 2, 3, 4, or 5 controlled substance.

(2) Prescriptions for controlled substances may be transmitted electronically, including by facsimile, from an originating pharmacy to a centralized prescription processing center.

(3) An originating pharmacy that transmits prescription information for a controlled substance to a centralized prescription processing center shall comply with all of the following:

(a) Ensure that the words "CENTRAL FILL" are on the face of the original prescription and record all of the following information: the name, address, and the federal drug enforcement administration (dea) registration number of the centralized prescription processing center to which the prescription had been transmitted; the name of the pharmacist at the originating pharmacy who transmitted the prescription; and, the date of transmittal.

(b) Ensure that all information that is required to be on a prescription pursuant to the provisions of 21 C.F.R. §1306.05 and R 338.3161 is transmitted to the centralized prescription processing center either on the face of the original prescription or in the electronic transmission of prescription information.

(c) Indicate in the prescription information that is transmitted, the number of refills already dispensed and the number of refills remaining.

(d) Maintain the original prescription for a period of 5 years from the date the prescription was filled.

(4) In addition to complying with the requirements in R 338.3053 (2)(a), (b), (c), (d), (e), (f) and (g), a centralized prescription processing center that receives the transmitted prescription shall comply with both of the following:

(a) Maintain records for 5 years.

(b) Keep a copy of the prescription if it was sent via facsimile or an electronic record of all the information transmitted by the originating pharmacy, including the name, address, and dea registration number of the originating pharmacy that transmitted the prescription.

History: 2008 AACS.

R 338.3056 Reporting to the electronic system for monitoring controlled substances.

Rule 6. As used in this part, the pharmacy that uses its stock to fill a prescription for a controlled substance shall be the pharmacy responsible to report to the department or the department's contractor the information required in R 338.3162b for each prescription of a controlled substance.

History: 2008 AACS.