**Name of Policy:** Outsourced Compounding  
**Policy Number:** 3364-133-95  
**Department:** Pharmacy  
**Approving Officer:** Vice President Clinical Services  
**Responsible Agent:** Director of Pharmacy  
**Scope:** University of Toledo Medical Center  

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**Effective Date:** 8/1/2015  
Initial effective date 8/1/2012

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(A) **Policy Statement:** UTMC Pharmacy will compound IV solutions in compliance with USP 797 standards, in circumstances where the UTMC pharmacy cannot meet the requirements of the standards or literature and resources cannot guarantee product integrity if done internally, outsourcing will be utilized.

(B) **Purpose of Policy:** Provide safe effective compounded parenterals

(C) **Procedure**

1. A written outpatient prescription must meet Ohio board of Pharmacy requirements for filling will be provided to the compounding pharmacy.
2. The compounding pharmacy will deliver the medication to UTMC Department of Pharmacy along with an invoice and copy of the original prescription.
3. The product will be logged in as received.
4. The invoice and prescription copy will be scanned and attached to the patient’s electronic record.
5. The pharmacist will bill the medication to the specific patient using the non-formulary entry correctly representing the billing amount and verify allergy information.
6. Dispensing records and invoices are stored in the narcotic room.
7. The clinic or unit will pick up the medication in the department of pharmacy, signing that the product was received.
8. Expired unused products will be wasted by 2 pharmacy employees and documented as a waste expense.

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**Approved by:**

Russell Smith, Pharm D BCPS  
Director of Pharmacy  
29 June 2015

Review/Revision Date:  
8/15

Next Review Date: 8/1/2018