

Medication Storage Checklist

Name:

Date:

Location/Unit:

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
The door to the medication storage area is locked				
The medication storage area is clean				
Medication bins are clean				
Medication bins are labeled with the patient/resident name				
Medications are within use date				
Multi-dose vials used for more than one resident are kept in a centralized medication area				
Medications requiring refrigeration are stored separately in a refrigerator that is locked or in a locked room				
Only medications are stored in medication refrigerator, i.e., no food, drinks or specimens noted.				
Medication refrigerator temperature is checked (and documented) no less than every 24 hours				
The inside temperature of the medication refrigerator is within a 2° to 8° Celsius (or 36° to 46° Fahrenheit)				
Staff can verbalize the process to take when refrigerator temperature is out of range <i>For example: medications are recovered and rendered unusable until approved by pharmacy</i>				
Medications are not stored in the refrigerator vegetable drawers				
Medications are not stored on the refrigerator door				
There is adequate space in the refrigerator to allow for air to circulate around medications				
Medications kept in patient/resident rooms are stored as recommended by the medication label				

Use N/A if (a) non-applicable or (b) not assessed.

General Comments