Coastal Carolina University
Athletic Training Department
Policy and Procedure Manual
Prescription and OTC Medication
Revised/Reviewed 7/2011

PRESCRIPTION AND OVER-THE-COUNTER POLICY:

- OTC medications will be provided to student-athletes on a case by case basis as deemed necessary by an Athletic Training staff member. All uses of OTC medications are approved by a Team Physician. Per federal and state laws only single doses of OTC medication will be provided.
- Prescription medications will be provided for student-athletes for conditions related to sports participation as determined by a Team Physician. The Team Physician or an Athletic Training staff member must approve the purchase of the medication. The Athletic Training Department will try to offset prescription costs by filing claims to the student's primary insurance carrier.
- The Athletic Training Department follows all recommendations made by the NCAA regarding all prescription medication to include, but not limited to the following:

1. Drug-dispensing practices are subject to and should be in compliance with all state, federal and Drug Enforcement Agency (DEA) regulations. Relevant items include appropriate packaging, labeling, counseling and education, record keeping, and accountability for all drugs dispensed.

2. Certified athletic trainers should not be assigned duties that may be performed only by physicians or pharmacists. A team physician cannot delegate diagnosis, prescription-drug control or prescription-dispensing duties to athletic trainers.

3. Drug-distribution records should be created and maintained where dispensing occurs in accordance with appropriate legal guidelines. The record should be current and easily accessible by appropriate medical personnel.

4. All prescription and over-the-counter (OTC) medications should be stored in designated areas that assure proper environmental (dry with temperatures between 59 and 86 degrees Fahrenheit) and security conditions.

5. All drug stocks should be examined at regular intervals for removal of any outdated, deteriorated or recalled medications.

a) Pharmacist Consultant will notify facility of all medication recalls
b) Upon notification, medication inventory will be checked and any recalled medication will be removed and segregated from remaining inventory
c) Pharmacist Consultant will be notified and will then be required to coordinate procedure to remove recalled medication
d) Medication is periodically reviewed to ensure that all EXPIRED medication is removed from inventory.

e) Any expired medication found in inventory is removed. All expired medications (OTC and Prescription) will be documented on an inventory list and will be disposed of in biohazard waste. Biohazard waste disposal is handle by Stericycle.

6. All emergency and travel kits containing prescription and OTC drugs should be routinely inspected for drug quality and security.

7. Individuals receiving medication should be properly informed about what they are taking and how they should take it. Drug allergies, chronic medical conditions and concurrent medication use should be documented in the student-athlete's medical record and readily retrievable.

8. Follow-up should be performed to be sure student-athletes are complying with the drug regimen and to ensure that drug therapy is effective.

a) This procedure is performed through record keeping in the student-athlete's medical file

- Any medications on the NCAA Banned Substance List will be prohibited
- If any student-athlete does not show improvement while taking OTC medication, then arrangements will be made for evaluation by a Team Physician.

The Athletic Training room is established as a Medical Office for our Team Physicians for purposes of purchasing and securing of prescription medications. A Non-Dispensing Permit is obtained and monitored by the SC Board of Pharmacy. A pharmacist consultant is retained to conduct monthly checks to ensure compliance with all state and federal laws pertaining to OTC and prescription medications.

The CCU Athletic Training Department utilizes an inventory management computer software program to maintain all OTC and prescription inventory and to monitor usage of all medications including prescribing physician, dosage amount, and personnel medication issued to. All medications purchased must be logged into inventory system prior to being available for use. Monthly audits are conducted to ensure proper documentation of medication usage and inventory.

All medications are maintained in locked cabinets that provide sufficient, safe, dry, well ventilated storage that is temperature controlled and free from dust, insects, rodents and contamination and/or in the possession of an Athletic Training staff member and team physicians. All medications are logged out on medication usage form and out of the inventory management system. Prescription medications utilized while away from campus are recorded on medication usage form in athletic training kits and then logged out of inventory system at first available opportunity upon arriving back on campus.

Purchase of OTC and prescription medications will be conducted within the rules of procurement as set by the state of South Carolina. All prescription medications will be purchased from SportPharm. If at any time a specific prescription medication is determined necessary by a team physician and the medication is out of stock in the facility and cannot be obtained in a timely fashion from SportPharm, then physician will issue written prescription for medication in the name of the student-athlete who will then proceed to pharmacy of choice to obtain medication at their own expense.

PHARMACIST CONSULTANT:

a) Ensure compliance with procurement and storage of medication
b) Monitor and inspect inventory, usage, and audit reports generated by inventory management software program
c) Facilitate recalls and the removal of outdated(expired) medication
d) Perform written monthly (~every 30 days) inspections that will be kept on file in facility
e) Act as information source for facility and Athletic Training staff