



LICENSING AND ENFORCEMENT DIVISION

INSPECTION FOR NEW PREMISES FOR A MEDICAL PRACTITIONER/VETERINARY SURGEON

Applicant.....

Name of Premises.....

Address.....

Phone Number(s)..... Email address.....

Inspection date..... Name of inspectors.....

Doctor in charge on the day of inspection.....

Other staff members.....

.....

(Other Nurses, Locum Doctors, Dispensary Assistants, etc)

Time inspection started..... Time inspection ended.....

Table with 3 columns: Inspection Element, Notes, Inspector's Notes. Rows include Premises, Natural lighting, and Artificial lighting.

| | | |
|----------------------|---|--|
| Storage of medicines | Protection from heat, light and moisture Out of reach of the public | |
| Floor | Smooth and impervious | |
| Walls | Painted and washable | |
| Shelving | Washable and painted | |
| Security | Measures in place to protect medicines e.g. metal grills, alarm system, burglar bars, etc. | |
| Measuring cylinders | At least one (1) 50ml or 100ml for internal preparations At least one (1) 50ml or 100ml for external preparations Labelling to indicate use | |
| Counting trays | At least two (2) counting trays | |
| Refrigerator | Model, colour, identification number | |
| Thermometer | Identification number; calibration status | |

| | | |
|-------------------------|--|--|
| Hand wash facilities | Double stainless steel sink or single stainless steel sink with separate wash hand basin | |
| Water | Running hot and cold water | |
| Sterilisation equipment | Type of equipment; equipment identification number; method employed | |
| Water | Running hot and cold water | |
| Reference texts | BNF and or Martindale EDLIZ Antiretroviral Therapy Guidelines Any other reference texts | |
| Legislation | Medicines and Allied Substances Control Act (Chapter 15:03) Medicines and Allied Substances Control (General) Regulations, SI 150 of 1991 Dangerous Drugs Act (Chapter 15:02) Dangerous Drugs Regulations, RGN 1111 of 1975 | |
| Registers | Human allopathic medicines register Complementary medicines register Premises and Persons register | |
| Recording system | Microfilm, computer, photocopy or patient profile cards or other approved Capturing of repeat prescriptions Back up provided; type of back up | |

| | | |
|------------------------------|--|--|
| Dangerous Drug (DD) Cupboard | Fixed and lockable | |
| DD registers | Bound books | |
| Toilet facilities | Available within the proximity Good working order | |

***INSPECTOR'S COMMENTS (WHERE APPLICABLE – USE PROVIDED SPACE, REFERENCE RELEVANT COLUMN FROM ABOVE).**

| Column number | Comments |
|---------------|----------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Ithe supervisor of these premises agree with the findings made during this inspection.

Signature.....

Date: