



New Mexico Board of Pharmacy
REGULATION AND LICENSING DEPARTMENT

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https://www.rld.nm.gov/boards-and-commissions/individual-boards-and-commissions/pharmacy/

CLASS E CLINIC INSPECTION FORM

DATE: CLINIC NAME: PHONE:

ADDRESS: CITY: ZIP:

NMCS No. DEA No. HSD Permit Clinic No.
Exp. Date Exp. Date Exp. Date Exp. Date

- Yes No N/A
Consultant Pharmacist [16.19.4.11 C. (1) (g) (i) (k) NMAC]:
1. Appropriate Visits: weekly for patient census of 150 or more/ mobile NTP, bi-weekly if less than 150
2. Log of All Visits and Activities
3. Pharmacist Reviews All Patient Records Prior to the Start of Take-Home Dosing
4. Review & Documentation of PMP Reports for Each Patient Done at Least Quarterly [16.19.10.11 T. (7) NMAC]
5. Supportive Personnel Access List
6. Medical Records Reviewed & Documented of at Least 5% of Clinic Patients since the Pharmacist's Last Visit
(Determined By Dispensing, Distribution, or Supplying Records)
Drug Source:
7. Storage of Medications Appropriate
8. Receipt Records Appropriate
9. Disposition Records of Unwanted or Outdated Drugs Adequate
10. Schedule II Records Appropriate
11. Schedule III - V Records Appropriate. CIII-CV other than buprenorphine list:
12. Controlled Substance Inventory Appropriate Date:
13. Dispensing or Distributing Done [16.19.10.11 T. (1) NMAC]
a. Practitioner, Pharmacist, or Technician under Pharmacist's Direct Supervision Prepare & Label Orders
b. Practitioner or Pharmacist Performs a Final Check of all Dispensing Units & Signs/Initials Dispensing Record
c. Appropriate Label
14. Supplying (Pouring & Labeling) Take-Home Doses Done [16.19.10.11 T. (1) (d) NMAC]
a. Supplied by an Appropriately Trained, Qualified, Competent & Supervised RN or LPN
b. Appropriate Label
15. Mobile NTP [16.19.10.11 (T) (8) NMAC]
a. Notified and Received Written Approval for Operation from the Board
b. Appropriate Security and Storage
c. Mobile NTP Immediately Returned to the Registered Location upon Completion of Operation
d. All Controlled Substances Removed from the Mobile NTP upon Return to the NTP Location
e. Access to the Drug Storage Area Restricted to a Minimum of Authorized Employees Only
16. Policy and Procedures Manual Adequate in Addition to [16.19.10.11 (N) NMAC]
a. Date Signed & Reviewed:
b. P&P Manual Includes the Following Procedures [16.19.10.11(T) NMAC]:
Appropriate Personnel Training/Qualifications for Competent Performance in Assigned Functions Appropriate Drug Administration and Supplying Appropriate Supervision Prevention of Medication Errors
17. Board of Pharmacy Inspection Form Posted
18. All Licenses Current & Posted
19. 30 Day Response Required

Deficiencies

Blank lines for recording deficiencies.

Official

State Drug Inspector