

Kwazulu-Natal Department Of Health
Pharmaceutical Services

Minimum Requirements for Pharmacies

Security

- 1. Burglar guards of suitable strength to be fitted to all exterior windows.**
- 2. There should be no opening windows in the any of the stores, either internally or externally.**
- 3. Security gates should be fitted on all stores and exterior doors. They should be code 10 that either have a pin going into the floor & one going up into the frame, or alternatively they must be able to lock with a bolt /hasp and staple and padlock. Metal tracks across the floors are not desirable, because of the extensive use made of trolleys.**
- 4. Roller shutter doors should be fitted to the outside of all patient hatches. They must be lockable from inside the pharmacy. They are to be closed and locked after hours.**
- 5. Roller shutter doors should be fitted on all goods receiving entrances. They must be lockable from inside the pharmacy. They are to be kept locked when not specifically needed.**
- 6. Exterior walls, and those interior walls dividing off the pharmacy and the bulk store are to be up to the roof (or slab above) to exclude access into the pharmacy or stores via the ceiling cavity, and to prevent stock being passed over the wall.**
- 7. Exterior doors to be kept locked. There is a policy on Key control.**
- 8. Use may be made of electronic access control systems, especially at larger hospitals. The disc system is preferable, as would be computerised recording of use (identifying the person), and time of access.**
- 9. Fire escape doors designed to burst open, should be wired to a tamperproof alarm system that alerts personnel when the doors are opened, or left open.**
- 10. Exterior doors are to be strong enough for the purpose, and to be fitted with door closers.**
- 11. Exterior doors of large institutions should have disc operated electronic locking system.**
- 12. Burglar alarms. Local arrangements should be made for monitoring and response.**

- 13. Smoke detectors. Local arrangements should be made for monitoring and response.**
- 14. Temperature monitoring control should be fitted to cold rooms, with an out of range warning / alarm sent to some central point in the hospital. Local arrangements should be made for monitoring and response. The addition a Data logger which records temperatures at set intervals is advised, and helps to decided what should be done to the affected stock if the cold room fails.**
- 15. CCTV. Local arrangements should be made for monitoring and response.**

Mr. D. R. Gooden
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