Chair Tim Lynch called the meeting to order August 18, 2016.

**Commission Members:**
Olgy Diaz, Public Member
Tim Lynch, PharmD, Chair
Elizabeth Jensen, PharmD
Steve Anderson, RPh
Kenneth Kenyon, PharmD, BCPS
Jerrie Allard, Public Member
Christopher Barry, RPh
Arun Sambataro, Public Member
Teri Ferreira, RPh
Nancy Hecox, PharmD, Vice Chair
Judy Guenther, Public Member

**Absent Commission Member:**
Cheryl Adams, PharmD
Maureen Sparks, CPhT
Sepi Soleimanpour, RPh, MBA-HA
Matthew Ronayne, RPh

**Staff Members:**
Joyce Roper, AAG
Steven Saxe, Executive Director
Rich Cieslinski, Rules Coordinator
Gordon MacDonald, RPh, Chief Investigator
Leann George, Secretary Senior
Irina Tiginyanu, Pharmacy Technician Analyst

**Guest / Presenters:**
Andrea Howell, BPharm for Pullman Regional Hospital
Heidi Bragg, RPh for Cardinal Health
William Frieze, Director of Pharmacy for Kindred Hospital
Lisa Gaston, Director of Pharmacy for Northgate Campus
Michael Sieg, Director of Pharmacy for Confluence Health

**Absent Staff Member:**
Doreen Beebe, Program Manager
Call to Order

1.1 Approval of Business Meeting Agenda
1.2 Approval of July 7, 2016 Meeting Minutes
1.3 Approval of July 29, 2016 Special Meeting Minutes

MOTION: Teri Ferreira moved that the Commission approve the Amended Business Meeting Agenda. Nancy Hecox seconded. MOTION CARRIED: 11-0.

MOTION: Judy Guenther moved that the Commission approve the July 7, 2016 Meeting Minutes. Elizabeth Jensen seconded. MOTION CARRIED: 11-0.

MOTION: Jerrie Allard moved that the Commission approve the July 29, 2016 Special Meeting Minutes. Judy Guenther seconded. MOTION CARRIED: 11-0.

Consent Agenda

2.1 NPLEx Monthly Report Acceptance
   • July 2016

2.2 Pharmacies and Other Firm Application Approval
   • New and Closed Pharmaceutical Firms Report

2.3 Pharmacy Technician Training Program Approval
   a) Ralph’s Thriftway pharmacy
   b) Reliant Rx Ralph’s Thriftway pharmacy

2.4 Ancillary Utilization Plan Approval/Technician Specialized Functions
   a) Apothecary at Salmon Creek (Legacy Salmon Creek Medical Center)
   b) CHAS Health
   c) Compass Oncology Pharmacy (NW cancer specialists)
   d) Cordant Pharmacy (Assured Pharmacies NW)
   e) Costco Pharmacy
   f) Fred Meyer Pharmacy
   g) Grays Harbor County Hospital District – AUP with specialized function
   h) ICHS shoreline pharmacy
   i) Kittitas Valley Healthcare- AUP with specialized function
   j) Kmart Pharmacy
   k) Providence St. Peters Hospital Retail Pharmacy
   l) St. Lukes Rehab - AUP with specialized functions
   m) Tick Klock Drug Pharmacy

2.6 Electronic Transmission System Approval
   a) NTT Data LTC Solutions
   b) PointClickCare

2.7 Remote Medication Order Processing – Report back
   a) Navos
MOTION: Steve Anderson moved to approve Consent Agenda Items except 2.3 (b), 2.4 (k, g & e). Nancy Hecox seconded. **MOTION CARRIED: 14-0.**

MOTION: Elizabeth Jensen moved to approve Item 2.4 (e). Nancy Hecox seconded. Steve Anderson recused himself. **MOTION CARRIED: 10-0.**

Added discussion Item

Report Back Discussion
Tim Lynch wanted to discuss a consistent report back timeline for pilot projects or demonstration projects for remote order entry.

MOTION: Steve Anderson moved that the Commission set a consistent report back for remote order entry to be three years or until rules are changed. The Commission will also standardize a list of requirements provided on the report back. Commission members were assigned to work with staff on these requirements. Elizabeth Jensen seconded. **MOTION CARRIED: 11-0.**

Old Business

Approval of policies and procedures
a. Amended Policy/Procedures #36 qualification for intern registration for residency program.

MOTION: Teri Ferreira moved that the Commission approve the amended Policy/Procedures #36 qualification for intern registration for residency program. Steve Anderson seconded. **MOTION CARRIED: 11-0.**

b. Policy/Procedure #47 written to document the Commission’s discussion in May to recognize HIV/AIDS education and training to meet initial licensure requirements.

MOTION: Steve Anderson moved that the Commission adopt Policy/Procedure #47 written to document the Commission’s discussion in May to recognize HIV/AIDS education and training to meet initial licensure requirements. Nancy Hecox seconded. **MOTION CARRIED: 11-0.**

c. Policy/Procedure #48 written to document the Commission decision in July on an expedited process to accept, under specific conditions, ancillary utilization plans filed with a pharmacy’s change of location application.

MOTION: Steve Anderson moved that the Commission adopt Policy/Procedure #48 written to document the Commission decision in July an expedited process to accept, under specific conditions, ancillary utilization plans filed with a pharmacy’s change of location application with a suggested amendment on #4 of the policy to say “operationally similar” instead of “substantially similar” to current location, and the services provided. Nancy Hecox seconded. **MOTION CARRIED: 11-0.**
**Commission Delegation Relating to Adjudicative Services**

The delegation of decision-making was revisited and led by Marlee O’Neill and Joyce Roper to provide legal services and understanding to the Commission for any questions or concerns.

**MOTION:** Nancy Hecox moved that the Commission delegate the Health Care Law Judge to serve as final decision maker at adjudicative proceedings which party is at fault and for the Health Care Law Judge to serve as final decision maker where the Department of Health has brought motion for non-compliance. Jerrie Allard seconded. **MOTION CARRIED: 11-0.**

**New Business**

**Pharmacy Prospective Review**

The Commission was asked to discuss WAC 246-873-080(6) related to Emergency Department drug administration and a pharmacist’s prospective review. Several Commission members each spoke on this issue and they all shared their discomfort on defining what an emergency drug or situation is for all facilities. Each area or facility has different needs. This also includes override list of medication that can constantly change in each area or facility. The Commission members agree this is the responsibility of the organizations pharmacy, nursing and medical staff to determine each emergency drug or situation. The list of emergency drugs should be reflected in the Policy & Procedures. If these medications change the Policy & Procedures should be updated. The investigators are encouraged to bring forward any issues or concerns to the Commission that they observe in the field.

Gordon MacDonald asked the Commission to provide investigators with a clear sense of what they consider “emergency use” is. This would provide the investigators a great reference point.

**MOTION:** Ken Kenyon moved that the Commission form a subcommittee to craft language for a guidance document for OII/Pharmacy Investigators that come across these situations. Chris Barry seconded. **MOTION CARRIED: 11-0.**

**NOTE:** The Commission is not mandating a specific override list and don’t expect the investigators to mandate changes to an override list. It’s required that the pharmacy, nursing and medical staff of an organization determine what an emergency situation or medication is along with the process used to determine Ken Kenyon, Tim Lynch and Chris Barry were assigned to the subcommittee.

**Considering Disciplinary Actions for Out of State Pharmaceutical Firms**

The Commission discussed how to handle discipline by other states of out-of-state pharmacies. The Commission and staff want to begin work on this issue. The commission
will review the authority of the Commission along with the limitations of this authority and whether any changes need to be considered in either statute or rule.

**MOTION:** Ken Kenyon moved to form a subcommittee to review the non-resident pharmaceutical firms (e.g. pharmacies, wholesalers, etc.) requirements and explore what options the Commission has to enhance and strengthen these requirements and update them. Steve Anderson seconded. **MOTION CARRIED: 11-0.**

**Consent Agenda Pulled for Discussion**

2.3 Pharmacy Technician Training Program  
(b) Reliant Rx

There were no real issues with the proposal other than inconsistency from “he” to “she” in the Training program on page nine, section 14. They need to be consistent with their language and gender in their program.

2.4 Ancillary Utilization Plan Approval/Technician Specialized Functions  
(g) Grays Harbor

The blood finger-tip test was not included in the specialized function and is required to be. For approval they must include this.

(k) Providence

The AUP says “Chemo must be checked by pharmacist “and it MUST say “all IV must be checked by pharmacist.”

**MOTION:** Elizabeth Jensen moved that the Commission approve Consent Agenda Items 2.3 (b), 2.4 (g & k) pending the required changes. Steve Anderson seconded. **MOTION CARRIED: 11-0.**

**Added AUP’s for approval**

(a) Respack  
(b) Care RX

**MOTION:** Steve Anderson moved that the Commission approve Respack and Care RX Ancillary Utilization Plans. Olgy Diaz seconded. **MOTION CARRIED: 11-0.**

**Laws, Rules and Policy Review with OII**

In July the Commission asked to put a standing item on the agenda to discuss and provide direction regarding key issues presented by the Pharmacy Inspection Team from the Office of Inspections and Investigations. Chief Investigator, Gordon MacDonald led the discussion.
This discussion was around pharmacies operating in the absence/access of a pharmacist. Investigators are also looking for clarification to the meaning of “absent/access of pharmacist” along with what operations can continue while a pharmacist is absent or access is limited. This is something being seen by the Investigators out in the field and causing concern.

The Commission feels if a pharmacist is not “readily retrievable” that would mean absent/and no access of a pharmacist. If any transactions are taking place with a patient a pharmacist MUST be “readily retrievable” which means in visual line of sight / full view / ear shot and without technology. If the pharmacist is not readily available, then NOTHING gets dispensed and there will be NO patient education. Some Commission members felt this should be put in the AUP or somewhere in the Policy and Procedures so that this is understood by all in the pharmacy.

After further discussion the Commission has asked that staff craft a policy and it be brought back to the Commission for approval. After the approval this will be sent out to stakeholders via Newsletter, Listserv and any other form of communications.

The commission adjourned for Executive Session at 12:18 p.m.

The commission reconvened from Executive Session at 1:15 p.m.

Requests/Proposals

Pullman Regional Hospital
Richard Cieslinski, PQAC Rules Coordinator introduced Andrea Howell, Director of Pullman Pharmacy and Heidi Bragg, Cardinal Health. The Commission was asked to consider the request for Pullman Regional Hospital Pharmacy to use remote order processing services through Cardinal Health. The Commission had read the presentation provided and had no further questions.

MOTION: Steve Anderson moved that the Commission approve the request from Pullman Regional Hospital Pharmacy to use remote order processing services through Cardinal Health with a three-year report back unless rules are adopted earlier. The report back must include a standard set of metrics that will be required. Teri Ferreira seconded. MOTION CARRIED: 11-0.

Kindred Hospitals

The Commission was asked to consider a proposal by Kindred Hospitals for the use of Cardinal Health remote order entry services for after-hours use at the Northgate and First Hill Campuses. William Frieze, Director of Pharmacy at First Hill and Lisa Gaston, Director of Pharmacy at Northgate were available for questions

MOTION: Ken Kenyon moved that the Commission approve Kindred’s request to use Cardinal Health for remote order entry services for after-hours use at Northgate and First Hill Campuses. MOTION CARRIED: 14-0.
Confluence Health

The Commission was asked to consider for approval a request by Confluence Health to relocate its telepharmacy oversight pharmacy location from Central Washington Hospital Professional Pharmacy to Professional Pharmacy Stemilt. Separately they’re seeking approval for the use of automated drug dispensing devices. Michael Sieg, Director of Pharmacy for Confluence Health participated in the discussion. There were some questions regarding past approvals to the initial demonstration project also came up. Michael shared that he had updated the policy & procedures based on feedback from PQAC staff. Michael Sieg will provide updated policies & procedures. The Commission would like the organization to report back on changes, patient statistics, and how the program is performing.

MOTION: Christopher Barry moved that the Commission approve the addition of an ADDD within the Confluence Health System. Nancy Hecox seconded. MOTION CARRIED: 11-0.

MOTION: Christopher Barry moved that the Commission approve the request by Confluence Health to relocate its telepharmacy oversight pharmacy from Central Washington Hospital Professional Pharmacy to Professional Pharmacy Stemilt with updated policies & procedures to reflect the new oversight, and to present to the Commission on the operation of the facilities and the services with the reviewing investigator of the facility at the meeting. Judy Guenther seconded. Nancy Hecox and Jerrie Allard opposed. MOTION CARRIED: 9-2.

Program and Department Updates

Legislative Decision Package and Financial/Budget Report

Steve Saxe updated the Commission on the status of the Legislative Decision Package. The package has been reviewed by the Commission and updated and being prepared for the legislative session. Once he is informed that the Decision Package is moving forward he will notify the Commission.

Mr. Saxe provided a “preliminary” spread sheet with budget stats. PQAC budget staff will be looking to support a fee increase due to our workload and issues to help balance our budget and these issues. There is some work being done to get a clear understanding of the reduction in revenue considering the total licensee numbers. Steve Hodgson, Director of Finance will be invited to the September meeting to provide an overview of the PQAC and department budgets and answer Commission questions on the budget. The Commission expressed concerns on time to get information on the revenue reductions especially given the discussion of raising fees.

Sub-Committees, Rules and Action Plan
Senate Bill 5549 Pharmacy Assistants
Commission will consider approving draft rule language to implement Senate Bill 5549 Pharmacy Assistants – Registration and Discipline, and authorize staff to file a CR-102.

MOTION: Nancy Hecox moved that the Commission adopt WAC 246-901-080 rule language to implement Senate Bill 5549 Pharmacy Assistants – Registration and Discipline, and authorize staff to file a CR-102 proposed rule language packet. Steve Anderson seconded. MOTION CARRIED: 11-0.

Updates
Action Plan
Steve Saxe discussed the Action Plan Dashboard and asked the Commission for input and suggestions on information they would find most helpful. The dashboard provides updates to the rules and committee work.

Committee, Rules Status Updates
- Electronic Transmission: September 1, 2016 stakeholder meeting
- Hospital Pharmacy Affiliated Clinic licensing: The Emergency Rule packet is being prepared after our meeting today so this can be filed by the effective date of September 8, 2016.
- Long Term Care: We are just getting started and will be working with stakeholders.
- Suicide Awareness Prevention: Matthew Ronayne and Steve Saxe participated on safe homes task force. There is a meeting coming up and we hope to have material for the Commissions review and provide input.
- Contraceptive Signs: Steve Saxe has been in contact with the UW and was informed the students have been doing some work on this. We are looking to arrange a stakeholder for the students to present their work

Safe Compounding
Tracy West led the discussion. Due to the overwhelming number of comments received at the USP the USP 797 and 800 update has been delayed. The Commission was asked if they would like to move forward with rulemaking during this time.

MOTION: Elizabeth Jensen moved that Tracy West and the compounding subcommittee to draft wording to be compliant with the “Shall” items in USP 797 and the compounding check list with the understanding that when the new standards come out that the Commission will have to update the check list. Ken Kenyon seconded. MOTION CARRIED: 11-0.

Correspondence
The Commission discussed the correspondence received or distributed on its behalf.
- June 2016 Board of Directors Meeting- ACPE
• Verified Pharmacy Program (VPP) Timelines and Processes

Commission Members’ Open Discussion and Reports

Commission Member Reports

Elizabeth Jensen reported:
• She participated in the Hospital Dispensing Medication rulemaking
• Elizabeth had a discussion with a staff pharmacist who inquired about the business practice committee work and why it was put on hold. She just doesn’t want that to be forgotten about.

Olgy Diaz reported:
• She has been participating in the panel calls

Christopher Barry reported:
• He retired four weeks ago

Arun Sambataro reported:
• She participated on emergency rule making and disciplinary calls

Ken Kenyon reported:
• He Co-led the HPAC Emergency rule making with Teri Ferreira
• Ken attended a workshop put on by WSPA around SB5557. It was a great workshop to learn how pharmacist can bill for their services
• Attended a 340b health campaign in Tacoma to help maintain the integrity of that program

Teri Ferreira reported:
• She participated in the HPAC Emergency rule meeting and disciplinary calls

Steve Anderson reported:
• August 9, 2016 he attended the UW Preceptor Experiential Committee hoping to have some materials for the Commission soon to share what this committee has been doing.

Tim Lynch reported:
• He has participated in the USP 800 CE
• Chaired the HPAC Emergency rule meeting
• Tim and Steve attended the DOH Leadership Conference in Tumwater
• He and Steve met with Senator Becker to talk about Commission work, inspection process, and how she can support the Commission
• Tim meets with Gordon every month to talk about inspection issues
• He worked with Nancy in drafting the MOU with DOH. The final document is completed. The next step is to meet with DOH staff and this draft document will be sent to staff and eventually this will be put into one document and brought forward to the Commission for review.

*Elizabeth Jensen asked if Tim would provide some report to inform the rest of the Commission members.
Commissioners’ open discussion

Christopher Barry volunteered to update the Bylaws. He handed out revisions to the Bylaws and asked for Commission members to look over the document and discuss it at the September meeting. He’s also putting together a suggested process for determining which Commission members attending upcoming conferences.

Staff reports

Executive Director

*Steve Saxe reported:*

- Attended the Board/Commission Leadership meeting with Tim Lynch at DOH Tumwater Campus
- He participated in a meeting at DOH, they are looking at requiring fingerprints and the ability to hold them and potentially do periodic back ground checks this will impact all professions and will keep you updated
- Tim Lynch and Steve met with Senator Becker
- Worked with other professions to provide responses to prescribers, dispensers and patient resources on the issue regarding the Seattle Pain Center Clinic
- Steve will give a presentation at the WSPA Annual meeting
- Nancy Hecox, Olgy Diaz and Steve will be attending the NABP Annual District meeting September 11-14, 2016
- He participated on the panel for Pharmacist Consultant Interviews with Nancy Hecox, Judy Guenther, Gordon MacDonald and Andy Fernandes

Pharmacist Consultants

*Richard Cieslinski reported:*

- He has been spending a significant amount of time in the role of Pharmacist Consultant.
- There has been quite a few inquiries regarding the Seattle Pain Center Clinic

Chief Investigator

*Gordon MacDonald reported:*

- Tina lacey and Chris Humberson are working on MPJE exam questions.
- Recruitment to replace Greg Lang will begin soon
- We are looking at realigning the areas and looking at adding a third investigator for Eastern Washington.

Open Forum

*Craig Pederson* thanked Steve, the staff and Commission members for all the work they have been doing. He requested that some communication go out regarding “Specialized Functions” and that they need to be approved separately. He hasn’t seen this communication. Since this did go out PQAC staff will consider resending via newsletter or listserv.
Heidi Bragg shared frustration that Cardinal Policy and Procedure documents were available for public review. She felt she needed to share this was a problem. She was told Commission would be available to discuss this outside of a meeting.

Gary Harris was happy and very excited to see the expanded information. Thanks for the letter about the Seattle Pain Center Clinic. Mr. Harris was thankful to see that PQAC is soliciting members for spots that will be opening up on the Commission in the future.

Jeff Rochon asked the Commission for communication to be crafted regarding a reoccurring question since the Supreme Court ruling regarding the Stormans case. Pharmacies are asking for clarification on "referring" a patient if they don’t have a product without getting in trouble.

There being no further business, the board adjourned at 4:15 p. m.

Respectfully Submitted by:

Leann George, Program Support
Approved September 29, 2016

Tim Lynch, Chair
Washington State Pharmacy Quality Assurance Commission