



Ambulatory Clinic Policy and Procedure

Title: SUPPLY/ MEDICATION ROTATION	Policy Number: EP 3.4
Regulation Reference:	Effective Date: 4/2015

Policy Statement:

It is the policy of Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) that all medications and supplies with expiration dates will be checked monthly for expiration dates and discarded appropriately.

Scope and Distribution:

This policy applies and will be distributed to all TTUHSC El Paso ambulatory clinics.

Procedure:

1. All stock items and solutions will be checked monthly for expiration dates and discarded appropriately.
2. All outdated medications will be discarded as per policy EP 3.5.
3. See policy EP 4.9 Multidose Vials and follow this procedure for expiration and disposal guidelines for multidose vials.

Policy Number: EP 3.4	Original Approval Date: 3/1997
Version Number: 5	Effective Date: 4/2015
Signatory approval on file by: Michael J. Romano, M.D. Associate Dean of Clinical Affairs Clinic Operations Committee Chair Paul L. Foster School of Medicine	