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|  MEDICATION NOT AVAILABLE  | NO.  |
| POLICY:This policy will ensure timely administration of medication and Physician notification if medication is not available. PROCEDURE:1. Check recent delivery/overflow drawer for medication.
2. Check convenience box.
3. If not in convenience box call pharmacy. If medication cannot be here timely to prevent a medication error notify physician, request an order for something in the convenience box, an alternative medication or an order hold until the medication is available.
4. If unable to obtain order above, complete medication error form.
5. Any medication held without a physician order must have documentation on back of MAR and physician notification.
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| Approved: | Effective Date: | Revision Date:  | Change No.: | Page: 1 of 1 |