



HEALTH AND HUMAN SERVICES POLICY

Department: Pharmacy

Policy Number: 1812

Policy Title: Adverse Drug Experience Reporting

Revision History: 1984, 7/2001, 7/2012, 2/2025

Revised by/Date: Jesse Godding, PharmD 2/2025

Commissioner Initials: na **Director Initials:** [Signature]

Approved by: Jan Manary

Date:

Jan Manary, Executive Director of Health Services

POLICY: It is the policy of the Ne-Ia-Shing Clinic Pharmacy that all allergies and adverse reactions to medications reported by a patient or patient's guardian will be entered into the patient's chart in Epic.

DEFINITIONS:

Medication Allergy: An immunologically mediated hypersensitive reaction to a medication

Adverse Reaction: Any noxious or unintended reaction to a medication that is administered in standard doses by the proper route.

POLICY DETAILS:

Reports of allergies and adverse reactions to medications entered into Epic should contain as much information as possible including the medication, reaction, route administered, and timing of the event if these are known.

If a patient reports experiencing an adverse reaction of an uncommon or serious nature, the Pharmacy Department is responsible for completing an Adverse Drug Reaction Report utilizing the FDA's MedWatch form online. A copy of all such reports will be retained in the pharmacy for 3 years. A notation will be made in the patient's health record regarding any Adverse Drug Reaction reports filed.

Department Procedures Attached?	
Compliance - Posting Date	
Next Review - Due Date	

Signature:

[Signature]
Nicole Anderson (Mar 13, 2025 09:23 CDT)

Email: administration@hhs.millelacsband-nsn.gov

1812 Adverse Drug Experience Reporting

Final Audit Report

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