

Bayview Pharmacy Hazardous Communication Program










1. Company Policy

To ensure that information about the dangers of all hazardous chemicals used by Bayview Pharmacy is known by all affected employees, the following hazard communication program has been implemented. Under this program, employees will be informed of the requirements of the OSHA Hazard Communication Standard, the operations where exposure to hazardous chemicals may occur, and how employees can access this program, as well as labels and SDSs.

This program applies to any chemical which is known to be present in the workplace in such a manner that workers may be exposed under normal conditions or in a foreseeable emergency. All work areas that involve potential exposure to chemicals are part of the hazard communication program. Copies of the hazard communication program are available in the bench reference binders, the hazardous reference binder, and the Bayview pharmacy website. The pharmacist in charge and designated person(s) have overall responsibility for the hazardous communication program, including reviewing and updating this plan as necessary.

2. Container Labeling

The pharmacist in charge and/or designated person(s) will verify that all containers received for use will be clearly labeled in accord with the requirements of HazCom 2012, including a product identifier, pictogram, hazard statement, signal word, and precautionary statements, as well as the supplier's contact information. The following pictograms will be used to identify types of risks:

<p>Health hazard</p>  <ul style="list-style-type: none">• Carcinogen• Mutagenicity• Reproductive toxicity• Respiratory sensitizer• Target organ toxicity• Aspiration toxicity	<p>Flame</p>  <ul style="list-style-type: none">• Flammables• Pyrophorics• Self-heating• Emits flammable gas• Self-reactives• Organic peroxides	<p>Exclamation mark</p>  <ul style="list-style-type: none">• Irritant (skin and eye)• Skin sensitizer• Acute toxicity (harmful)• Narcotic effects• Respiratory tract irritant• Hazardous to ozone layer (non-mandatory)
<p>Gas cylinder</p>  <ul style="list-style-type: none">• Gases under pressure	<p>Corrosion</p>  <ul style="list-style-type: none">• Skin corrosion / burns• Eye damage• Corrosive to metals	<p>Exploding bomb</p>  <ul style="list-style-type: none">• Explosives• Self-reactives• Organic peroxides
<p>Flame over circle</p>  <ul style="list-style-type: none">• Oxidizers	<p>Environment (Non-Mandatory)</p>  <ul style="list-style-type: none">• Aquatic toxicity	<p>Skull and crossbones</p>  <ul style="list-style-type: none">• Acute toxicity (fatal or toxic)

All secondary containers will be labeled with in-house batch labels, and hazardous chemicals will include the following indication:



The pharmacist in charge or designated person(s) will review the company labeling procedures annually and will update labels as required.

3. Safety Data Sheets (SDSs)

The pharmacist in charge and designated person(s) are responsible for establishing and monitoring the company SDS program. SDSs for all APIs and hazardous chemicals to which workers are exposed will be kept in the SDS binders located in the hallway by the bathroom. SDSs for NIOSH hazardous drugs will also be kept in a binder in the 800 lab. Employees can access SDSs from these binders and can also access them through vendor websites.

When new chemicals are received in the pharmacy, the employee responsible for receiving and inputting shipments for the day should ensure that an SDS is received. The SDS should be reviewed by a pharmacist or designated person for safety and health implications and appropriately filed in the binder. All employees should review the SDS for a new hazardous chemical and receive any necessary training prior to working with it. The same procedure applies when a revised SDS is received for a chemical, and the old SDS will be removed from the binder and replaced.

4. Employee Information and Training

The pharmacist in charge and designated person(s) are responsible for employee information and training. Every employee who will be potentially exposed to hazardous chemicals will receive initial training on the Hazard Communication standard and this program before starting work. Training will vary based on the employee's job description and the specific tasks they perform and may be exposed to hazardous chemicals. Training will occur initially and annually, and employees will be required to complete the requisite training prior to adding new responsibilities and tasks.

All employees will receive training on receiving hazardous chemicals, shipping and packaging hazardous drugs, reading SDSs, and handling spills. Tech IIs that only work in the 795 lab will receive training on packaging finished products that contain hazardous ingredients and deactivating, decontaminating and cleaning materials that have contacted hazardous drugs. Tech IIs that work in the 800 lab will receive the most extensive training and are expected to be knowledgeable on USP 800 and all of Bayview Pharmacy's 800 SOPs. Employees can refer to SOP HD 9.003 for the specific requirements for employee training. Additionally, all employees will complete the "Hazard Communication: Staying Safe in the Workplace" assignment from Cardinal Health annually.

Prior to introducing a new chemical hazard into any work area, each employee in that work area will be given information and training as outlined above for the new chemical hazard. The training will include review of the SDS and any safety and health implications.

5. Hazards on Non-routine Tasks

Periodically, employees are required to perform non-routine tasks that are hazardous. An example of a non-routine task is cleaning the hoods and tubing. Prior to starting work on such projects, each affected employee will be given information by the pharmacist in charge about the hazardous chemicals he or she may encounter during such activity. This information will include specific chemical hazards, protective and safety measures the employee should use, and steps the pharmacy is taking to reduce the hazards (e.g. respirators, the presence of another employee, and emergency procedures).

6. Informing Other Employers/Contractors

It is the responsibility of the pharmacist in charge to provide other employers and contractors with information about hazardous chemicals that their workers may be exposed to on this work site, and any suggested precautions for workers. It is the responsibility of the pharmacist in charge or designated person(s) to obtain information about hazardous chemicals used by other employers to which our employees may be exposed.

7. List of Hazardous Chemicals

A list of all known NIOSH hazardous chemicals in the workplace is attached to this program. This list includes the name of each chemical, the form the pharmacy keeps in stock, and the types of dosage forms it is made into. Further information on each chemical may be obtained from the SDSs. Hazardous drug SDSs are located in the computer cabinet in the 800 lab. All SDSs for APIs, ingredients, and cleaning supplies are located in the SDS binders in the hallway by the bathroom.

When new chemicals are received, this list is updated within 24 hours of introduction into the workplace. To ensure that any new chemical is added in a timely manner, the employee scheduled for receiving will print an SDS for any new chemicals and will check any new chemicals against the NIOSH Hazardous drug list. If the chemical is included on the NIOSH HD list, it will be designated as such when entered into the computer. The employee will bring the SDS to the pharmacist or a designated person so the hazardous chemical list can be properly updated. The hazardous chemical list is compiled and maintained by the pharmacist in charge and designated person(s).

8. Program Availability

A copy of this program will be made available, upon request, to employees, their designated representatives, and OSHA.