

ORIENTATION CHECKLIST – COMPOUNDING SUPPORT PERSONNEL

The Compounding Support Personnel shall be oriented to the pharmacy and the responsibilities and tasks of the position.

Date	Department/ Procedures Reviewed	Materials/References Used	Initials of Employee	Initials of Pharmacist-In-Ch arge
	Introduction to Staff/Tour Facility	Tour		
	Orientation to compounding areas and equipment	Tour		
	Review the goals of the laboratory	Tour		
	Daily Job Responsibilities/Job Description	Tour		
	USP Training	795 797 800		

Signature: _____ **Date:** _____

(Compounding Support Personnel)

Signature: _____ **Date:** _____

(Pharmacist-In-Charge)