

## SCOPE OF SERVICES

Melnick Scientific is pleased to tailor our services to any size pharmacy and/or medical unit. Our services include the following:

### 1. Digital Surveys

Melnick Scientific will provide digital surveys to help you document the amount and flow of cytotoxic and other hazardous drugs as they are processed through your pharmacy or hospital unit. We will also focus on potential employee exposures to these pharmaceutical compounds. Our surveys have been designed so that staff members can quickly complete them without interrupting their duties or your pharmacy's flow of services.

Once we have received your surveys, Melnick Scientific experts will assess every phase of your hazardous drug flow for potential exposure and contamination risks. We will evaluate your receiving, handling, storage, and transfer processes. We will also review decontamination, deactivation, and disinfection activities. We will then identify any deficiencies and recommend measures to minimize the risk of exposure and ensure compliance with government and industry guidelines.

Required Input: Pharmacy, Facilities, Environmental, and Environmental Health & Safety (EHS);

Areas of focus will include:

- Pharmacy: Types of drugs, dosing volume, employee training, policies and procedures, personal protection, engineering controls.
- Facilities: HVAC design, Filtration, Operations and Maintenance
- Environmental; Pickup and Disposal, Communication with Pharmacy; Protective Equipment; Training
- EHS: Training; Communication; Auditing

Deficiencies will be identified and remedial measures provided. Further hospital specific guidance will be given.

### 2. Web-based Training & Testing

Web-based training and testing is designed to help achieve 'best-of-class' performance for your organization. There will be two (2) training sessions with a competency exam at completion.

Required Input: Pharmacy, Environmental Services, and Environmental Health and Safety (EHS). Facilities Services Department participation is recommended.

Areas of focus will include:

- Pharmacy-specific topics: Sterile Compounding; Hazardous Drugs; Personal Protective Equipment; Contamination
- EHS: Compliance; Regulatory and Reporting Requirements; Audits
- Environmental: Handling & Disposal Precautions
- Safety & Health Issues
- Facilities: HVAC Design and Construction

Approximate completion time: Eight hours spaced over a two to three (2 - 3) day period. . Following the web-based training, we will test participants to ensure that they understand the procedures needed to comply with government and agency guidelines.

### 3. Sampling Kits for Hazardous Drug Analysis

Melnick Scientific will provide analytical testing of your facility. Each easy-to-use kit provides supplies to test for the presence of five specific chemotherapeutic drugs at each of six physical locations. The standard test kit drugs analyzed are: docetaxel, paclitaxel, 5-fluorouracil, cyclophosphamide, and ifosfamide. These drugs are the most prevalent and toxic agents, and rank highest in exposure prevention. We can also provide kits to test for contamination from other specific drugs upon request. Melnick Scientific will assist you in interpreting the analytical results.

Sampling is suggested in the following areas:

- Pharmacy: Hoods, Benches, Carts, Working Surfaces, etc.
- Oncology Nursing Units: Carts, Counters, Surfaces, etc.

Melnick Scientific can develop a testing program that will allow you to identify problem areas and implement changes in practices. It is suggested that physical locations be tested every six (6) months. Along with worker training, our sampling program and follow-up will positively impact reduction of exposure over time.

### 4. Database Initialization and Management

Goals: Provide metrics for direct numerical evaluation and comparison, to gauge progress toward goals.

Data gathered during the surveys will be entered into the *PharmaMetrics Tracker*, a proprietary regulatory database that will generate metric scoring and allow for direct performance evaluations. This confidential and secure database will be used to generate a baseline to monitor performance and competency over time.

In order to assess competency, the scores will be used to develop recommendations to achieve the defined facility-specific program goals that are critical for compliance. Achievements over time can therefore be compared and demonstrated using the same metrics upon successive audits.

Areas of focus will include:

- Information from all departments/working units using Services 1 through 3 above
- Setting progress metrics and review points per findings of the audit
- Facility recommendations and progress metrics

Melnick Scientific will maintain physical custody of the database and is the guardian of the integrity of the data entered. We will provide reports to your organization. The database and software remain the property of Melnick Scientific.

## 5. Consulting

Melnick Scientific will provide 'on-call' phone and / or email consulting during normal working hours for a period of one (1) year to pharmacies and/or hospitals using Services 1 – 3 above.

Melnick Scientific can also provide on-site consulting, troubleshooting, and interfacing at a separate price. Contact us for further information. Our consultants can interface with EPA and appropriate state and local agencies.