

Requirements for Pharmacy Equipment

When considering an application for a Licence to Operate Pharmacy, Section 51(1)(e) of the Medicines Act 1981 requires the Licensing Authority to be satisfied that the equipment available at the premises is suitable and adequate. The Licensing Authority specifies the following dispensary equipment and reference resources which all licensed pharmacies must have on site and readily accessible. These are the minimum requirements to comply with section 51(1)(e) relating to equipment. Compliance is monitored by Medicines Control through auditing activities.

Dispensary equipment

All equipment must be in a suitable condition and be maintained (including regular checks, validation and/or calibration as applicable).

Dispensary equipment
Electronic dispensing system with printer producing legible and durable labels containing the pharmacy identifiable information.
Refrigerator for storing medicines requiring refrigeration within the range 2-8°C (use of a pharmaceutical grade refrigerator is recommended).
Temperature monitoring equipment for the monitoring of maximum and minimum temperatures in all areas of the pharmacy used to store pharmaceuticals (including refrigerators).
Tablet counting trays (minimum two) including suitable spatulas. Dedicated equipment must be used to dispense cytotoxic medicines.
Stamped glass measures ¹ (minimum three) including a 10ml measure, either a 25ml or 50ml measure, and a 100ml measure.
Scales of an equivalent accuracy to a Class 2 balance (beam or electronic) and which turn at 10mg. Scales must be certified annually.
Metric weights comprising an appropriate set (10mg to 500g) if using a beam balance or at least two weights for validation purposes if using an electronic balance. All weights must be certified annually.
Ointment slab
Spatulas (minimum two) for use when compounding (spatulas with steel handles are recommended).
Stirring rod
Mortar and pestle
Controlled drugs safe ² meeting the requirements of regulation 28 of the Misuse of Drugs Regulations 1977.
Controlled drugs register in a form complying with Regulation 37(2)(a) or Regulation 39 of the Misuse of Drugs Regulations 1977.
Any other equipment necessary for appropriate provision of services from the premises. This includes, for example appropriate validated measuring device(s) for opioid substitution treatment dispensing services, a still air box for aseptic dispensing services, required equipment for vaccination services.

¹ Stamped glass measures are marked with an official stamp (e.g. the Crown stamp) under the Weights and Measures Act 1987.

² Steel safes must comply with the 'Requirements for the Custody of Controlled Drugs: Steel Safes'.

Reference resources

A pharmacy must have appropriate reference resources readily accessible at the premises covering each of the categories as specified in the following table. Reference resources may be accessed in a printed or electronic form. Where electronic resources are used, the pharmacy staff must be able to demonstrate knowledge of how to access and use the resources. The inside covers of all printed reference resources are required to be marked with the pharmacy dispensing stamp.

Where access to the current version or edition is not specified, reference resources must have been published within five years.

Category	Required reference resources
Legislation	<p>Ready access to the current version of the following legislation available on the New Zealand Legislation website (www.legislation.govt.nz):</p> <ul style="list-style-type: none"> • Medicines Act 1981 • Medicines Regulations 1984 • Medicines (Designated Pharmacist Prescribers) Regulations 2013 • Medicines (Designated Prescriber – Registered Nurses) Regulations 2016 • Medicines (Standing Order) Regulations 2002 • Misuse of Drugs Act 1975 • Misuse of Drugs Regulations 1977 • Health (Needles and Syringes) Regulations 1998 • Health (Retention of Health Information) Regulations 1996 • Health Practitioners Competence Assurance Act 2003 <p>An appropriate mechanism must be in place for keeping up to date with amendments to the above legislation. This can be achieved by subscribing to an RSS web feed.</p>
Standards, codes and guidelines	<p>Ready access to the current version of the following:</p> <ul style="list-style-type: none"> • NZS 8134.7 Health and Disability Services Pharmacy Services Standard • Pharmacy Council Code of Ethics • Health Information Privacy Code • Code of Health and Disability Services Consumers' Rights • New Zealand Practice Guidelines for Opioid Substitution Treatment
Information on individual medicines	<p>Ready access to the New Zealand Formulary (www.nzf.org.nz), the New Zealand Formulary for Children (www.nzfchildren.org.nz) AND one of the following:</p> <ul style="list-style-type: none"> • AHFS (American Hospital Formulary Service) Drug Information • AusDI Advanced • Lexi-Comp Drug Information Handbook • Martindale
Clinical pharmacy and therapeutics	<p>Ready access to one of the following:</p> <ul style="list-style-type: none"> • Applied Therapeutics: The Clinical Use of Drugs (Koda-Kimble) • Clinical Pharmacy and Therapeutics (Walker & Whittlesea) • Pharmacotherapy: A Pathophysiologic Approach (DiPiro) • Pharmacotherapy Principles & Practice (Chisholm-Burns) • UpToDate website (www.uptodate.com) • Dynamed website (www.dynamed.com)

Category	Required reference resources
Drug interactions	<p>Ready access to one of the following:</p> <ul style="list-style-type: none"> • AusDI Advanced • Drug Interaction Facts – The Authority on Drug Interactions (Tatro) • Micromedex Complete Drug Interactions • Stockleys' Drug Interactions
Drugs in pregnancy and breast feeding	<p>Ready access to one of the following:</p> <ul style="list-style-type: none"> • AusDI Advanced • Drugs During Pregnancy and Lactation (Schaefer) • Drugs in Pregnancy and Lactation (Briggs) • Pregnancy & Breastfeeding Medicines Guide (Royal Women's Hospital Melbourne)
Over the counter medicines	<p>Ready access to the current version of:</p> <ul style="list-style-type: none"> • Healthcare Handbook (Pharmacy Today)
Herbal medicines	<p>Ready access to one of the following:</p> <ul style="list-style-type: none"> • Herbal Medicines (Pharmaceutical Press Editorial) • Herbs & Natural Supplements: an evidence-based guide (Braun et al) • Micromedex In Depth Alternative Medicine • Natural Medicines Comprehensive Database
Vaccination services (applicable only to pharmacies providing vaccination services)	<p>Ready access to the National Standards for Vaccine Storage and Transportation for Immunisation Providers 2017 https://www.health.govt.nz/publication/national-standards-vaccine-storage-and-transportation-immunisation-providers-2017.</p>
Additional reference resources relevant to the pharmacy services provided	<p>Ready access to additional references relevant to the pharmacy services provided from the premises, for example aseptic dispensing and compounding references.</p>

Questions

Should you have any questions relating to the requirements for pharmacy equipment please contact Medicines Control by email medicinescontrol@moh.govt.nz.