

Prepublication Requirements

• Issued December 18, 2013 •

The Joint Commission has approved the following revisions for prepublication. While revised requirements are published in the semiannual updates to the print manuals (as well as in the online E-dition®), accredited organizations and paid subscribers can also view them in the monthly periodical The Joint Commission Perspectives®. To begin your subscription, call 800-746-6578 or visit <http://www.jcrinc.com>.



Revisions to the Medication Management Standards Regarding Sample Medications

APPLICABLE TO AMBULATORY HEALTH CARE

Effective July 1, 2014

Medication Management Chapter

MM.01.01.01

The organization plans its medication management processes.

Elements of Performance for MM.01.01.01

1. The organization has a written policy that describes that the following information about the patient is accessible to licensed independent practitioners and staff who participate in the management of the patient's medications:
 - Age
 - Sex
 - Diagnoses
 - Allergies
 - Sensitivities
 - Current medications
 - Height and weight (when necessary)
 - Pregnancy and lactation information (when necessary)
 - Laboratory results (when necessary)
 - Any additional information required by the organization (See also IM.02.01.01, EP 3; RC.01.01.01, EP 13)

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Note: This element of performance is also applicable to sample medications.

2. The organization implements its policy to make information about the patient accessible to licensed independent practitioners and staff who participate in the management of the patient's medications.

Note 1: This element of performance does not apply in emergency situations.

Note 2: This element of performance is also applicable to sample medications.

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Key: **A** indicates scoring category A; **C** indicates scoring category C; **D** indicates that documentation is required; **M** indicates Measure of Success is needed; **▲** indicates an Immediate Threat to Health or Safety; **⚠** indicates situational decision rules apply; **⚡** indicates direct impact requirements apply; **R** indicates an identified risk area

MM.01.01.03

The organization safely manages high-alert and hazardous medications.

Elements of Performance for MM.01.01.03

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|---|---|----------|----------|----------------|----------|----------------|
| <p>1. The organization identifies, in writing, its high-alert and hazardous medications. *
(See also EC.02.02.01, EP 8)
<u>Note: This element of performance is also applicable to sample medications.</u>
Footnote *: For a list of high-alert medications, see http://www.ismp.org. For a list of hazardous medications, see http://www.cdc.gov/niosh/docs/2012-150/.</p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px; text-align: center;">Ⓓ</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | Ⓓ | | |
| | | Ⓓ | | | | |
| <p>2. The organization has a process for managing high-alert and hazardous medications. (See also EC.02.02.01, EP 8; MM.03.01.01, EP 9)
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | | | |
| | | | | | | |
| <p>3. The organization implements its process for managing high-alert and hazardous medications. (See also EC.02.02.01, EPs 1 and 8)
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; text-align: center;">R</td> <td style="width: 20px; text-align: center;">C</td> <td style="width: 20px;"></td> <td style="width: 20px; text-align: center;">M</td> <td style="width: 20px; text-align: center;">⚠₃</td> </tr> </table> | R | C | | M | ⚠ ₃ |
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MM.01.02.01

The organization addresses the safe use of look-alike/sound-alike medications.

Elements of Performance for MM.01.02.01

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| <p>1. The organization develops a list of look-alike/sound-alike medications it stores, dispenses, or administers.
Note 1: One source of look-alike/sound-alike medications is The Institute for Safe Medication Practices (http://www.ismp.org/Tools/confuseddrugnames.pdf).
Note 2: <u>This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px; text-align: center;">Ⓓ</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | Ⓓ | | |
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| <p>2. The organization takes action to prevent errors involving the interchange of the medications on its list of look-alike/sound-alike medications.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; text-align: center;">R</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px; text-align: center;">⚠₃</td> </tr> </table> | R | | | | ⚠ ₃ |
| R | | | | ⚠ ₃ | | |
| <p>3. The organization annually reviews and, as necessary, revises its list of look-alike/sound-alike medications.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | | | |
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MM.02.01.01

The organization selects and procures medications.

Elements of Performance for MM.02.01.01

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|---|--|--|--|--|--|--|
| <p>1. The organization develops criteria for determining which medications are available for dispensing or administering to patients.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | | | |
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| <p>2. The criteria for selecting medications are approved by the organization and include indications for use, effectiveness, and risks.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | | | | | |
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| <p>3. Before using a medication new to the organization, the organization determines a method to monitor the response of the patient. (See also MM.07.01.01, EP 2)
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>7. The organization has a process to select and procure medications that are not on its list of medications.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>8. The organization implements the process to select and procure medications that are not on its medication list.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
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MM.03.01.01

The organization safely stores medications.

Elements of Performance for MM.03.01.01

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|---|--|---|---|---|---|---|
| <p>2. The organization stores medications according to the manufacturers' recommendations.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
| | C | | M | | | |
| <p>3. The organization stores controlled (scheduled) medications to prevent diversion, in accordance with law and regulation.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>5. The organization safely handles medications between receipt by licensed independent practitioners or staff and administration of the medications.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
| | C | | M | | | |
| <p>6. The organization prevents unauthorized individuals from obtaining medications in accordance with its policy and law and regulation.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>7. All stored medications and the components used in their preparation are labeled with the contents, expiration date, and any applicable warnings.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">R</td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px; text-align: center;">3</td> </tr> </table> | R | C | | M | 3 |
| R | C | | M | 3 | | |
| <p>8. The organization removes all expired, damaged, and/or contaminated medications and stores them separately from medications available for administration.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
| | C | | M | | | |
| <p>18. The organization periodically inspects all medication storage areas.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
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MM.03.01.05

The organization safely controls medications brought into the organization by patients, their families, or licensed independent practitioners.

Elements of Performance for MM.03.01.05

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| <p>1. The organization defines when medications brought into the organization by patients, their families, or licensed independent practitioners can be administered.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>2. Before use or administration of a medication brought into the organization by a patient, his or her family, or a licensed independent practitioner, the organization identifies the medication and visually evaluates the medication's integrity. (See also MM.05.01.07, EP 3; MM.06.01.01, EP 4)
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px; text-align: center;">△
3</td> </tr> </table> | | C | | M | △
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| <p>3. The organization informs the prescriber and patient if the medications brought into the organization by patients, their families, or licensed independent practitioners are not permitted.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">C</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">M</td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | C | | M | |
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MM.05.01.09

Medications are labeled.

Note: This standard is applicable to all organizations that prepare and administer medications.

Elements of Performance for MM.05.01.09

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| <p>1. Medication containers are labeled whenever medications are prepared but not immediately administered.
Note 1: An organization that exclusively uses a single medication in a patient care area can draw up or prepare multiple doses for later use as long as the medication is segregated and secured from all other medications in the organization (for example, a vaccine, flu shot) and the container holding the individual doses is labeled.
Note 2: An immediately administered medication is one that an authorized staff member prepares or obtains, takes directly to a patient, and administers to that patient without any break in the process.
<u>Note 3: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">R</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">△
3</td> </tr> </table> | R | | | | △
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| <p>2. Information on medication labels is displayed in a standardized format, in accordance with law and regulation and standards of practice.
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>3. All medications prepared in the organization are correctly labeled with the following: Medication name, strength, and amount (if not apparent from the container).
<u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">R</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">△
3</td> </tr> </table> | R | | | | △
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MM.05.01.11

The organization safely dispenses medications.

Elements of Performance for MM.05.01.11

- The organization dispenses medications and maintains clinical records in accordance with law and regulation, licensure, and professional standards of practice.
 Note 1: Dispensing practices and recordkeeping include antidiversion strategies.
 Note 2: This element of performance is also applicable to sample medications.

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MM.05.01.17

The organization follows a process to retrieve recalled or discontinued medications.

Note: This standard is applicable to all organizations that dispense medications, including sample medications.

Elements of Performance for MM.05.01.17

- The organization has a written policy describing how it will retrieve and handle medications within the organization that are recalled or discontinued for safety reasons by the manufacturer or the US Food and Drug Administration (FDA). (See also EC.02.01.01, EP 11)
 Note: This element of performance is also applicable to sample medications.

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- The organization implements its policy on retrieving and handling medications when they are recalled or discontinued for safety reasons. (See also EC.02.01.01, EP 11)
 Note: This element of performance is also applicable to sample medications.

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- When a medication is recalled or discontinued for safety reasons by the manufacturer or the US Food and Drug Administration (FDA), the organization notifies the prescribers and those who dispense or administer the medication. (See also EC.02.01.01, EP 11)
 Note: This element of performance is also applicable to sample medications.

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- When required by law and regulation or organization policy, the organization informs patients that their medication has been recalled or discontinued for safety reasons by the manufacturer or the US Food and Drug Administration (FDA). (See also EC.02.01.01, EP 11)
 Note: This element of performance is also applicable to sample medications.

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MM.05.01.19

The organization safely manages returned medications.

Elements of Performance for MM.05.01.19

- The organization determines under what circumstances unused, expired, or returned medications will be managed by the pharmacy or the organization.
 Note: This element of performance is also applicable to sample medications.

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- When the organization accepts unused, expired, or returned medications, it has a process for returning medications to the pharmacy's or organization's control that includes procedures for preventing diversion.
 Note: This element of performance is also applicable to sample medications.

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3. The organization determines if and when outside sources are used for destruction of medications.
Note: This element of performance is also applicable to sample medications.
4. The organization implements its process for managing unused, expired, or returned medications.
Note: This element of performance is also applicable to sample medications.

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MM.07.01.01

The organization monitors patients to determine the effects of their medication(s).

Elements of Performance for MM.07.01.01

1. The organization monitors the patient's perception of side effects and the effectiveness of his or her medication(s).
Note: This element of performance is also applicable to sample medications.
2. The organization monitors the patient's response to medication(s) by taking into account clinical information from the clinical record, relevant lab values, clinical response, and medication profile. (See also MM.02.01.01, EP 3)
Note 1: Monitoring the patient's response to medications is an important assessment activity for nurses, physicians, and pharmacists. In particular, monitoring the patient's response to the first dose of a new medication is essential to the safety of the patient because any adverse reactions, including serious ones, are more unpredictable if the medication has never been used before with the patient.
Note 2: This element of performance is also applicable to sample medications.

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MM.07.01.03

The organization responds to actual or potential adverse drug events, significant adverse drug reactions, and medication errors.

Elements of Performance for MM.07.01.03

1. The organization has a written process to respond to actual or potential adverse drug events, significant adverse drug reactions, and medication errors.
Note: This element of performance is also applicable to sample medications.
2. The organization has a written process addressing prescriber notification in the event of an adverse drug event, significant adverse drug reaction, or medication error.
Note: This element of performance is also applicable to sample medications.
3. The organization complies with internal and external reporting requirements for actual or potential adverse drug events, significant adverse drug reactions, and medication errors.
Note: This element of performance is also applicable to sample medications.
5. The organization implements its process for responding to adverse drug events, significant adverse drug reactions, and medication errors.
Note: This element of performance is also applicable to sample medications.

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MM.08.01.01

The organization evaluates the effectiveness of its medication management system.

Note: This evaluation includes reconciling medication information. (Refer to NPSG.03.06.01 for more information)

Elements of Performance for MM.08.01.01

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| <p>1. The organization collects data on the performance of its medication management system. (See also PI.01.01.01, EPs 14 and 15)
 <u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>2. The organization analyzes data on its medication management system.
 <u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>3. The organization compares data over time to identify risk points, levels of performance, patterns, trends, and variations of its medication management system.
 <u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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| <p>6. The organization takes action on improvement opportunities identified as priorities for its medication management system. (Refer to PI.03.01.01, EP 2)
 <u>Note: This element of performance is also applicable to sample medications.</u></p> | <table border="1" style="border-collapse: collapse; width: 100px; height: 20px;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> | | | | | |
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