

Expired Medical Supplies Are NOT Part Of Quality Healthcare

How to Avoid Having Expired Materiel?

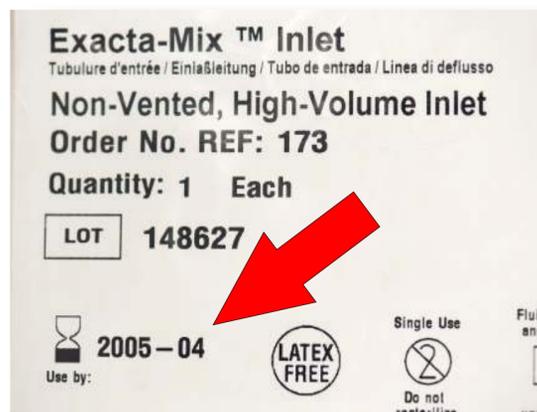
To avoid having expired materiel in your storeroom or work area you should:

- Screen for expired medical material, because **it is part** of medical protocol.
- Rotate your stock. Follow the FIRST IN FIRST OUT (FIFO) rule.
- Do not over order, especially Prime Vendor Medical (PMV) items.
- Check clinical and non-clinical spaces, especially the exam rooms; storerooms; and all sites containing medical supplies at least once per week.

Got Expired Materiel?

If you find materiel in your storeroom or work area that has already expired you should:

- Remove the item from the shelf or work area immediately and label it clearly: Expired Materiel – **Do Not Use**. Ensure that everyone in your work area does the same. Properly dispose of item.
- If the materiel was recently purchased, via the GCPC, and the quantity expired is substantial, contact the manufacturer or vendor you purchased it from and ask if they would be willing to swap it out for good materiel.
- All expired pharmaceuticals should be returned to the Pharmacy for disposal.
- All hazmat material should be disposed of according to the MSDS instructions for that item.
- All sharps should be disposed of by following current sharps disposal procedures. This includes expired sutures.



If you require any assistance or have any concerns, please contact Materiel Management Department in Building 250 at Ext. 3-5751