
BOARD NOTICES • RAADSKENNISGEWINGS

BOARD NOTICE 751 OF 2025**SOUTH AFRICAN PHARMACY COUNCIL****CORRECTION NOTICE - BOARD NOTICE 674 of 2024**

Board Notice 674 of 2024, published on 4 October 2024 in *Government Gazette* No. 51352, is hereby **corrected** as per the details below:

Rule 4.2.3.3.1 Standard operating procedures: Community Pharmacy is hereby deleted and replace with Rule 4.2.3.3.1 as follows:

4.2.3.3.1 Community Pharmacy**Premises**

- (a) good housekeeping (cleaning procedures, etc. as well as pest elimination);
- (b) access control – keys, who can be in dispensary & stockrooms etc.; and
- (c) procedures for specialised services (depending on what specialised services the pharmacy offers).

Pharmaceutical Services:

- (a) all professional services and procedures provided as per the scope of practice of a pharmacist;
- (b) informed consent;
- (c) confidentiality;
- (d) infection control;
- (e) disposal of sharp-edged & hazardous materials; and
- (f) needle stick injury & blood spill procedures (where applicable).

Management and Administrative Procedures:

- (a) ADR & Quality reporting combined with the handling of product complaints;
- (b) storage, retrieval and disposal of records and patient information;
- (c) receiving of medicines;
- (d) storage of medicines;
- (e) cold chain management;
- (f) handling of S6 medicines;
- (g) pre-packing and quality assurance procedures (where applicable);
- (h) collection and delivery of medicines;
- (i) effective stock rotation;
- (j) stock-taking;
- (k) disposal or removal of expired, damaged and/or contaminated stock as required;
- (l) recall of medicine;
- (m) compounding of extemporaneous preparations, where applicable);
- (n) maintenance of equipment (e.g. calibration of dispensing balances);
- (o) preparation of TPN/large volume parenteral (including quality assurance procedures) (where applicable);

- (p) oncology mixing (including quality assurance procedures) (where applicable);
- (q) preparation of IV admixtures (including quality assurance procedures) (where applicable);
- (r) enquiry or complaint procedure; and
- (s) staff training.



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