

**Committee on Personally Preparing & Dispensing
Drugs & Devices by Registered Nurses in
Local Health Departments**

DATE: September 13, 2022**TIME:** 11:30 am**PLACE:** WebEx

Meeting Minutes

Members Present: Maura Rossman, Valina Hartman, Lisa Guy, Matthew Dudzic, Kristopher Rusinko, Rhonda Scott, Michael Souranis, Kimberly Townsend
Guest: NA

Topic/Agenda	Discussion	Action/Recommendation
Welcome and Introductions	The chairperson, Maura Rossman, called the meeting to order at approximately 11:35 am. 1. Committee to continue to meet virtually unless members prefer to meet in person	
Review of Minutes	No edits	Approved MOM 6/28/22
Agenda	Approval of consent agenda	Approved
Nurse Dispensing Curriculum Question Review	Valina, Lisa, and Kimberly presented the additional questions recommended to be added to the test question bank. These questions will be rotated with previous questions so when a user retakes the test, there will be new questions. Passing grade will continue to be 90%, user must wait 48 hours to retake the test. A few minor edits were noted	All questions approved with edits. Valina to work with David Mark on formatting for adult learners.
Nurse Dispensing Curriculum Review	Lisa recommended adding additional slide after 67 to properly explain the detailed law of how to determine the correct expiration date for a dispensed drug/device in Maryland; and correct link to the federal regulations addressing storage and security are 21CFR 1301.71 and 1301.72 (21CFR 1301.71 Security requirements generally and 21 CFR 1301.72 Physical security controls)	Approved recommended revisions. All members to review training curriculum and provide any additional recommended edits to Valina by October 13. Valina to work with MDH on editing PP based upon committee's content revisions and with final technical editing to post on MDH website.
Formulary Review	Mike presented recommended revisions to formulary: Removals of brand name medications no longer available; spelling corrections; question about continued inclusion of neomycin. Maura reached out to LHD's re: dispensing of rabies vaccine – a few want to continue to have on formulary as there are rare occasions to dispense	Revision accepted as presented by Mike Maura to reach out to HO's about continued inclusion of neomycin
Chair Status	Tabled due to time	
Roles and Responsibilities	Tabled due to time	
Next Meeting	Next meeting To Be Scheduled between October 15 – 31 2022 Meeting adjourned at 12:40 pm.	Kandyce to send out proposed dates & invite

