

PURCHASING CHECKLIST CONSIDERATIONS

Product Generic Name:

Product Brand Name:

Product type (tab, capsule, IV, IV bag, etc.):

Product dose:

Consideration	Notes	
What is lowest cost medication option?		
What dosage forms are available?		
Is medication on contract?	Yes	No
If oral medication, is it unit dosed?	Yes	No
If IV medication, is it available in a premixed IV solution?	Yes	No
If IV medication, does it require compounding?	Yes	No
Does the product come with a diluent or is a specific diluent required?		
What is the price difference between premixed IV solution and compounded product?		
Is the product refrigerated?	Yes	No
Is the product frozen?	Yes	No
Does the product have any special storage conditions?		
Does the pharmacy wholesaler stock the medication?	Yes	No
Does the pharmacy wholesaler currently have adequate stock on hand?	Yes	No
Provide projected annual volume to pharmacy wholesaler to adequately stock at the local warehouse?		

Does the medication come from a specialty pharmacy distributor?	Yes	No
○ Do you have an account?	Yes	No
○ If 340B, set up 340B, WAC, and GPO accounts?	Yes	No
Does Drug Supply Chain Security Act (DSCSA) system include the manufacturer and product?	Yes	No
Identify storage location either in carrousel, robotics, or shelves		
○ Add to automation formulary?	Yes	No
○ Add appropriate par levels for inventory management?	Yes	No
○ Manage and label locations according to ISMP recommendations?	Yes	No
○ Add a barcode to the system?	Yes	No
Reduce inventory of medication being replaced prior to conversion to new medication if possible		
Order in new product and communicate to all that medication is available operationally when ready		