

(E) Medical Store Staff

Training Schedule for Pharmacist

Day of training	S. No.	Training Topics	Duration
Day 1	1.	CCS Conduct Rules/leave rules/LTC/Disciplinary Procedure.	
	2.	AMC/CMC of equipment/repair and maintenance of equipment	
	3.	Condemnation procedures	
	4.	SOP of Medical stores and pharmacy	
Day 2	1.	Principals of dispensing of drugs	
	2.	Handling incompatibility: ensuring safety for patients in pharmacy practice	
	3.	Pharmacy deployment: ongoing education and accuracy in prescription procedures	
	4.	Health care optimization: Strategic handling of prescription errors, drugs storage in hospital pharmacy	
	5.	Storage of drugs/ cold chain maintenance/Temperature log maintenance	
	6.	Dosage forms and routes of administration/calculation of doses	
Day 3	1.	HIS and software/computer training/e-office/ MS word MS excel	
	2.	Soft Skill Training	
	3.	BLS/ALS	
	4.	NABH/NABL/Quality indicators	
	5.	Prevention of sexual harassment at workplace	
	6.	BMW Management	

	7.	Disaster Management including fire safety	
Day 4	1.	Material management and online Inventory management	
	2	GFR & purchase procedure guidelines, RFP (Request for proposal), EOI (Expression of Interest)	
	3.	GEM Procurement	
	4.	Regulatory bodies/procurement of Narcotic licenses	
	5.	Rational use of drugs/prevention of expiry/usage of deteriorated and expired drugs/ Disposal of expired drugs	