

 <p>Connecticut Valley Hospital Nursing Policy and Procedure</p>	<p>SECTION G: PATIENT SAFETY</p> <p>CHAPTER 24: SAFETY/SECURITY POLICIES AND PROCEDURES</p> <p>POLICY AND PROCEDURE 24.7 Security of Pyxis Override Keys</p>
<p>Authorization: Nursing Executive Committee</p>	<p>Date Effective: May 1, 2018 Scope: Registered Nurses and Licensed Practical Nurses</p>

Standard of Practice:

The Registered Nurse Supervisor ensures the security of the Pyxis Override Keys.

Standard of Care:

The Pyxis Override keys will be kept in a secure location within the Nurse Supervisor's office in each building. The override keys are to be utilized in an emergency only when the regular functions of the Pyxis medication delivery system is malfunctioning or in a power outage.

Policy:

It is the policy of the Connecticut Valley Hospital that the RN Supervisor will maintain the security of the Pyxis override keys.

Procedure:

1. The RN Supervisor will check for the presence of the Override Pyxis keys daily on 3rd shift and verify by signing the Pyxis Override Keys Log.
2. When the override key is requested, the RN Supervisor will have an RN sign for the key, and location where the key is to be utilized. The key will also be signed back in by the responsible RN after its use.
3. The RN Supervisor will immediately report any missing keys to the Chief of Patient Care Services and file an incident report. The Pharmacy will be notified as well.