

Safety and Health Investment Projects FINAL REPORT REQUIREMENTS

The purpose of the final report of your SHIP project is to:

1. Evaluate and document the achievements, challenges, and shortcomings of the project for the constructive benefit of others interested in learning from SHIP projects; and
2. Provide the Division of Occupational Safety and Health with information that shows:
 - a. The outcomes specified in the project application were met; and
 - b. The grant was used for the purpose(s) for which it was approved and in accordance with relevant WAC rules and any special conditions or requirements; and
 - c. The outputs of the project have been disseminated as specified in the application.

The report format has four sections:

1. Cover Sheet
2. Narrative Report (part I)
3. Financial Information (part II)
4. Attachments (part III)

Please provide complete and detailed information in the final report. If you have questions, please call your SHIP grant manager.

REMINDER!!: All products produced, whether by the grantee or a subcontractor to the grantee, as a result of a SHIP grant are in the public domain and can not be copyrighted, patented, claimed as trade secrets, or otherwise restricted in any way.

SAFETY AND HEALTH INVESTMENT PROJECTS FINAL REPORT

Best Practice Safety Tools for Pharmacists Handling Hazardous Drugs
2013XA00227
June 2013-June 2014
Extensions to December 2015

Jeff Rochon
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Washington State Pharmacy Association

12/31/15

Report by Jeff Rochon and Larry Lee



Funding and support for this project has been provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects.

Washington State Pharmacy Association is solely responsible for the content of and views expressed in this report and related materials unless they have been formally endorsed by the Washington State Department of Labor and Industries.

PART I

Narrative Report

Abstract:

Present a short overview of the nature and scope of the project and major findings (less than half a page).

Pharmacists, pharmacy technicians and other pharmacy personnel who practice in community pharmacies, compounding pharmacies, hospitals, clinics and nursing homes are potentially exposed to medications identified as potentially hazardous by NIOSH in their workplace. Healthcare workers handling hazardous antineoplastic agents are at risk for acute and chronic health effects, which can be prevented if workers are protected from exposures to hazardous drugs through engineering and administrative controls, and proper protective equipment. Best practices to prevent occupational exposure to hazardous drugs should assist employers to efforts to protect employees as well as minimize any patient access barriers that could result as unintended ramifications from employee protection efforts. With the expertise of certified industrial hygienists and pharmacists, our Best Practice Safety Tools was developed which includes the risk exposure algorithm, and practice guidance for compounding, personal protection equipment, respiratory protection, storage, receiving, and spill clean up.

Purpose of Project:

Describe what the project was intended to accomplish.

Our project was to develop tools that will assist employers of pharmacists and pharmacy personnel to assess worker occupational exposure risks when handling hazardous drugs, determine and select appropriate levels of personal protective equipment, and provide recommendations for best practices when handling and processing hazardous drugs.

Statement and Evidence of the Results:

Provide a clear statement of the results of the project include major findings and outcomes and provide evidence of how well the results met or fulfilled the intended objectives of the project.

We identified various best practices supported by evidence that can be used assist employers to minimize occupational exposure to hazardous drugs within the pharmacy workplace.

Measures to Judge Success:

If relevant, state what measures or procedures were taken to judge whether/ how well the objectives were met and whether the project or some other qualified outside specialist conducted an evaluation.

In order to ensure a relevant and appropriate product, we utilized the combination of expertise about occupational safety of certified industrial hygienists and the expertise in drug knowledge and pharmacy practice processes of pharmacists.

Relevant Processes and Lessons Learned:

Specify all relevant processes, impact or other evaluation information which would be useful to others seeking to replicate, implement, or build on previous work

AND

Provide information on lessons learned through the implementation of your project. Include both positive and negative lessons. This may be helpful to other organizations interested in implementing a similar project.

During this effort we greatly benefitted from expert reviews however the delays caused by the increased number of reviewers set us behind schedule. We had unpredictable staffing issues which are a significant setback with a small staff.

Product Dissemination:

Outline of how the products of the project have been shared or made transferrable.

This product will be made available for download on the WSPA website.

Feedback:

Provide feedback from participants, trainees, individuals who have used your products/processes, as well as any reports from an independent evaluator on the project.

We did not receive any formal feedback from participants as they were mainly peer reviewers. Our main consultant was our certified industrial hygienist, Larry Lee. He worked with CIH peers and reported excellent feedback from those able to participate. Our HHD committee was appreciative of the effort and happy to provide their expertise.

Project's Promotion of Prevention:

Explain how the results or outcomes of this project promote the prevention of workplace injuries, illnesses, and fatalities?

By providing best practices safety tools to reduce occupational exposure to hazardous drugs, we anticipate adoption of policies and procedures to protect employees thereby reducing likelihood of the ill effect of exposure.

Uses:

How might the products of your project be used within the target industry at the end of your project?

Is there potential for the product of the project to be used in other industries or with different target audiences?

These tools are to be used by management and administrators to change practices within pharmacies, hospitals and clinics. This tool is specific for pharmacy or other healthcare personnel handling hazardous drugs.

Organization Profile:

For awarded organizations, to include partners and collaborators, provide a brief description of each organization. Mission, vision, and purpose for each of the organizations who applied (this includes partners and collaborators) for the grant.

Additional Information

Project Type <input checked="" type="checkbox"/> Best Practice <input type="checkbox"/> Technical Innovation <input type="checkbox"/> Training and Education Development <input type="checkbox"/> Event <input type="checkbox"/> Intervention <input type="checkbox"/> Research <input type="checkbox"/> Return to Work <input type="checkbox"/> Other (Explain):	Industry Classification (check industry(s) this project reached directly) <input type="checkbox"/> 11 Agriculture, Forestry, Fishing and Hunting <input type="checkbox"/> 21 Mining <input type="checkbox"/> 22 Utilities <input type="checkbox"/> 23 Construction <input type="checkbox"/> 31-33 Manufacturing <input type="checkbox"/> 42 Wholesale Trade <input type="checkbox"/> 44-45 Retail Trade <input type="checkbox"/> 48-49 Transportation and Warehousing <input type="checkbox"/> 51 Information <input type="checkbox"/> 52 Finance and Insurance <input type="checkbox"/> 53 Real Estate and Rental and Leasing <input type="checkbox"/> 54 Professional, Scientific, and Technical Services <input type="checkbox"/> 55 Management of Companies and Enterprises <input type="checkbox"/> 56 Administrative and Support and Waste Management and Remediation Services <input type="checkbox"/> 61 Educational Services <input checked="" type="checkbox"/> 62 Health Care and Social Assistance <input type="checkbox"/> 71 Arts, Entertainment, and Recreation <input type="checkbox"/> 72 Accommodation and Food Services <input type="checkbox"/> 81 Other Services (except Public Administration) <input type="checkbox"/> 92 Public Administration														
Target Audience: pharmacists, pharmacy managers, pharmacy administration, other pharmacy personnel in Washington State ²⁵															
Languages: English															
Please provide the following information - - <i>(information may not apply to all projects)</i>	List, by number above, industries that project products could potentially be applied to. 1														
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"># classes/events:</td> <td></td> </tr> <tr> <td># hours trained</td> <td></td> </tr> <tr> <td># students under 18</td> <td></td> </tr> <tr> <td># workers</td> <td></td> </tr> <tr> <td># companies represented</td> <td></td> </tr> <tr> <td># reached (if awareness activities)</td> <td></td> </tr> <tr> <td>Total reached</td> <td></td> </tr> </table>	# classes/events:		# hours trained		# students under 18		# workers		# companies represented		# reached (if awareness activities)		Total reached		Potential impact (in number of persons or companies) after life of project? Approximately 25,000 pharmacy personnel
# classes/events:															
# hours trained															
# students under 18															
# workers															
# companies represented															
# reached (if awareness activities)															
Total reached															
Have there been requests for project products from external sources? No <i>If Yes, please indicate sources of requests:</i>															

PART II

Financial Information Budget Summary

Project Title:	Best Practice Safety Tools for Pharmacists Handling Hazardous Drugs		
Project #:	013XA00227	Report Date:	February 29, 2016
Contact Person:	Jeff Rochon	Contact #:	425.228.7171
Start Date:	June 1, 2013	Completion Date:	12/31/15

1.	Total original budget for the project	\$ <u>121,010</u>
2.	Total original SHIP Grant Award	\$ <u>121,010</u>
3.	Total of SHIP Funds Used	\$ <u>121,010</u>
4.	Budget Modifications (= or - if applicable)	\$ _____
5.	Total In-kind contributions	\$ <u>156,680</u>
6.	Total Expenditures (lines 3+4+5)	\$ <u>277,690</u>

Instructions:

- Complete the Supplemental Schedule (Budget) form first (on the next page).
- The final report must include all expenditures from date of completion of interim report through termination date of grant.
- Indicate period covered by report by specifying the inclusive dates.
- Report and itemize all expenditures during specified reporting period per the attached supplemental schedule.
- Forms must be signed by authorized person (see last page).
- Forward one copy of the report to **Jenifer Jellison, SHIP Grant Manager** at **PO Box 44612, Olympia, WA 98504-4612**

PART II *(Continued)*

Financial Information

Supplemental Schedules (Budget)

Project Title:	Best Practice Safety Tools for Pharmacists Handling Hazardous Drugs		
Project #:	013XA00227	Report Date:	February 29, 2016
Contact Person:	Jeff Rochon	Contact #:	425.228.7171
Total Awarded:	\$121,010		

ITEMIZED BUDGET: How were SHIP award funds used to achieve the purpose of your project?

	Budgeted for Project	Amount Paid Out	Difference
A. PERSONNEL	\$62,920.00	\$62,920.00	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
B. SUBCONTRACTOR	\$58,090.00	\$58,090.00	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
C. TRAVEL	0	0	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
D. SUPPLIES	0	0	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
E. PUBLICATIONS	0	0	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
F. OTHER	0	0	0
Explanation for Difference and other relevant information:			

	Budgeted for Project	Amount Paid Out	Difference
TOTAL DIRECT COSTS	\$121,010.00	\$121,010.00	0
	Budgeted for Project	Amount Paid Out	Difference
TOTAL INDIRECT COSTS	0	0	0
	Budgeted for Project	Amount Paid Out	Difference
TOTAL SHIP BUDGET	\$121,010.00	\$121,010.00	0

	Budgeted for Project	Amount Paid Out	Difference
G. IN-KIND	\$156,680	\$156,680	0
Explanation for Difference and other relevant information:			

I hereby certify that the expenditures listed on this report were made with my approval:

February 29, 2016



Date

Signature of Project Manager

PART III

Attachments:

Provide resources such as written material, training packages, or video/ audio tapes, curriculum information, etc. produced under the grant.

Also include copies of publications, news releases, curriculum, posters, brochures, etc.

The above information should also be provided on a CD or DVD for inclusion in the file.

- DVD: must be in an MP4 format
Other video files must be provided in uncompressed source files.
- Publications:
PDF of publication should be provided. SHIP also needs the original publishing documents (design documents), .eps, and .psd (if any illustrations/graphics are used)

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