



The College of Naturopaths of Ontario



Standard of Practice:

Dispensing

Introduction

The intent of this standard is to advise Members of the requirements to dispense drugs, substances or devices safely, ethically and competently.

This standard applies to both:

- a) Dispensing a restricted drug/substance included on Table 4 of the General Regulation or a publicly available substance to a patient; and
- b) Dispensing a restricted drug/substance included on Table 4 of the General Regulation or a publicly available substance for the purpose of filling a prescription or recommendation from another ND or another health care professional.

Dispensing is a component of the controlled act: "Prescribing, dispensing, compounding or selling a drug designated in the regulations." (*Regulated Health Professions Act, 1991, S.O. 1991, CHAPTER 18, s. 27*).

Members are authorized to dispense drugs or substances under the Naturopathy Act, 2007, S.O. 2007, CHAPTER 10, Sched. P, s. 4.1.

Definitions

Dispensing: to provide drugs, substances or devices for specific treatments. This includes the packaging, labeling and security necessary to safeguard the drugs, substances or devices provided.

Drug: for the purposes of this Standard of Practice, a drug is anything referred to in Table 4 the General Regulation.

Manufacturer: a company or person who produces or processes a natural health product for the purpose of sale. This does not include a health care professional who compounds a substance for the purpose of selling to a patient.

Substance: For the purposes of this Standard of Practice, a substance is anything that is publicly available and not listed on Table 4 of the General Regulation. This may include botanical tinctures, botanical powders or loose herbs, fluid/solid extracts, base creams, salves and ointments, homeopathic remedies, pharmaceutical grade ethyl alcohol, vitamins, minerals and amino acids.

1. Competency

The Member has the knowledge, skill and judgment to dispense drugs, substances and/or devices safely, ethically and competently.

The Member ensures good dispensing practices are in place.

Performance Indicators

Prior to dispensing drugs, the Member is in compliance with the Standard of Practice for Prescribing.

2. Safety Considerations

The Member will minimize the risks to the patient, self and others that are associated with the dispensing of drugs, substances or devices, before, during and after the procedure. The Member will appropriately manage any adverse reactions or complications arising during or after the procedure.

Performance Indicators

The Member:

- ensures that personnel involved in the dispensing process have the necessary knowledge, skill and judgment;
- ensures that no drug or substance is made available for sale unless the expiry date for each drug or substance is at least 1 month past the date on which the patient is expected to finish taking the drug or substance;
- ensures that no expired drug or substance is made available for sale;
- stores all drugs and substances in a controlled-access area ;
- dispenses the drug, substance or device directly to the patient or the patient's authorized representative and for therapeutic purposes only.

The Member has a Naturopathic Doctor-patient relationship with the patient, or if no such relationship exists the Member:

- possesses the prescription from another Member for the drug or substance;
- verifies and documents the accuracy and validity of the prescription prior to dispensing the drug or substance; and
- retains a copy of the prescription in the Member's records.

The Member only dispenses a compounded drug or substance directly to their patient.

3. Labeling

The Member ensures that all required information is included with all drugs or substances that are dispensed.

Performance Indicators

The following information is included with all drugs or substances that are dispensed. This information may be included in a label affixed to the product, or where space is limited, information may be provided on an accompanying sheet.

- an identification number, if applicable;
- dispensing Member's name, title, address and telephone number;
- patient's name;
- name of drugs or substances, their strength and manufacturer if available;
- date the drugs or substances were dispensed;

- quantity of the drug or substance;
- expiration date;
- directions for the proper use of the drug or substance including dose, frequency, route of administration and any special instructions; and
- any cautionary information about the drug or substance.

Some of the information will already be present on the label of a finished product and need not be duplicated.

Related Standards & Guidelines

Compounding

Conflict of Interest

Delegation

Emergency Preparedness

Infection Control

Prescribing

Record Keeping

Selling

Legislative Framework

[General Regulation](#)

[Naturopathy Act, 2007](#)

[Professional Misconduct Regulation](#)

[Regulated Health Professions Act, 1991](#)

Disclaimer

In the event of any inconsistency between this standard and any legislation that governs the practice of Naturopathic Doctors, the legislation shall govern.