



**From:** Elyse MacDonald, PharmD, MS, BCPS

**Date:** 1/11/2019

**Re:** IDS Move - Updated

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This memo to file is to document that IDS started to move locations. Currently, we are storing some drug in our new space, but we are still operating out of our current location. The date in which we are no longer in our current location is unknown at this time due to factors out of the control of IDS. We hope to be fully moved by early-February 2019, but this date is subject to change. Our new location will be 1950 Circle of Hope, Suite N2545, Salt Lake City, Utah, 84112. This new location is about 150 feet North of our current location in the same building on the same floor, and it is the location of our central pharmacy. For now, we are not changing our address until we start fully operating out of our new location. There is a video tour of our new location posted on our external website (<https://pharmacyservices.utah.edu/investigational-drug-service/index.php>).

Refrigerated and frozen (-20C) IP are located in our new space. Product stored in the refrigerator or freezer (-20C) was moved in its currently stored refrigerator or freezer with a Temptale monitoring the temperature to ensure the temperature has stayed at appropriate levels. Frozen (-80C) and ambient IP will be moved within the next month or so. Product stored in the -80C freezer will be moved in its currently stored freezer using a portable generator. We will monitor temperature using our continuous temperature monitoring system. Ambient IP will be moved on its current shelf location with a Temptale monitoring the temperature to ensure the temperature has stayed at appropriate levels.

We are now hosting monitor and audit again. Please see our website (<http://pharmacyservices.utah.edu/investigational-drug-service/appointments.php>) for available dates and to schedule an appointment. With moving our location and IP, we are not able to accommodate physically seeing / touching refrigerated or frozen (-20C) IP. This will be true for ambient and frozen (-80C) IP after they are moved. We are able to take pictures or use a video calling service (eg, Facetime) to show you the products once they are moved. We know this process is a change, and we welcome other ideas that will need to be approved by the IDS pharmacy manager prior to implementation. Our audit and monitor SOP was updated to reflect these changes. It is posted on our website (<https://pharmacyservices.utah.edu/investigational-drug-service/index.php>).

The move and our process changes are ensuring our compliance with USP800, which is a federal regulation on the handling of hazardous medications. Due to Utah state law and

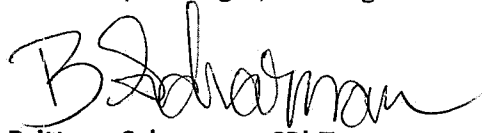
instruction from our senior pharmacy leadership, non-licensed personnel (pharmacy or other) are not allowed in the new space.

Please let us know what questions you have.

Sincerely,



**Elyse MacDonald, PharmD, MS, BCPS**  
Pharmacy Manager, Investigational Drug Service



**Brittney Scharman, CPhT**  
Investigational Drug Pharmacy Technician