



## **Procedure: Transferring of Medications from UNM Cancer Center Main to Offsite Facilities**

*This policy applies to both investigational products as well as commercial products.*

### **Refrigerated/Frozen Medications:**

1. Medications will be placed in a zip-top plastic bag.
  - a. If medications are considered hazardous products, they will be placed in a hazardous substance approved plastic bag.
  - b. If the medications are light sensitive, they will be placed in either an amber bag or in an opaque container to protect the medication from light exposure
2. An ice pack(s) will be placed in the zip-top plastic bag to keep the temperature as close to refrigerated/freezing temperature as possible.
3. The package will be stored in the pharmacy under storage conditions indicated in the respective protocol or package insert until personnel from the offsite facility is available to pick up the medication.
4. The medication is to be brought to the offsite facility and delivered to the designated point of contact (ie pharmacist, study nurse, etc.) as soon as possible after picking up from the UNM Cancer Center Main and immediately stored under conditions indicated in the respective protocol or package insert.

### **Non-refrigerated Medications**

1. Medication will be placed in a zip-top plastic bag.
  - a. If medications are considered hazardous products, they will be placed in a hazardous substance approved plastic bag.
  - b. If the medications are light sensitive, they will be placed in either an amber bag or in an opaque container to protect the medication from light exposure.
2. The package will be stored in the pharmacy under storage conditions indicated in the respective protocol or package insert until personnel from the offsite facility is available to pick up the medication.
3. The medication is to be brought to the offsite facility and delivered to the designated point of contact (ie pharmacist, study nurse, etc.) as soon as possible after picking up from the UNM

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Cancer Center Main and immediately stored under conditions indicated in the respective protocol or package insert.

### General Procedures

1. UNM Cancer Center Main **will not** monitor temperature during transport to offsite facilities. If a study requires the temperature to be monitored during transport to an offsite facility, the temperature monitoring device as well as instructions for use will have to be supplied by that particular study. If temperature monitoring devices are required to be returned to the study sponsor, postage and applicable pick-up fees must be paid for by the sponsor.
2. Locations and distances to off-site Facilities that medications can be transferred to/from the Main UNM Cancer Center Pharmacy:
  - a. Main Location:  
University of New Mexico Cancer Center  
1201 Camino de Salud NE  
Albuquerque, NM 87106
  - b. Hematology Oncology Associates  
1001 Coal Ave, SE  
Albuquerque, NM 87106  
(505) 938-5858  
2 miles/12 minutes
  - c. The Cancer Center at Presbyterian  
8300 Constitution, NE  
Albuquerque, NM 87110  
6 miles/11 minutes
  - d. Memorial Medical Center- Cancer Center  
2450 S. Telshor Blvd  
Las Cruces, NM 88011  
227 miles/3 hrs 12 minutes
  - e. New Mexico Cancer Care Associates  
490-A West Zia Road  
Santa Fe, NM 87505  
(505) 955-7900  
59 miles/57 minutes
  - f. Southwest Gynecologic Oncology Associates, Inc.

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201 Cedar St. Se, Suite 304  
Albuquerque, NM 87106  
505-843-7813  
2 miles/5 minutes

- g. UNM at Lovelace Medical Center  
715 Dr. Martin Luther King Jr. Ave NE, Suite 102  
Albuquerque, Nm 87102  
505-925-7501  
2 Miles/5 minutes