

## Reporting a Loss of Prescription Data from a Data Processing System

The pharmacist-in-charge of a Class A (Community) or Class C (Institutional) pharmacy that maintains prescription drug records in a data processing system shall report to the Board in writing any significant loss of information from the data processing system within 10 days of discovery of the loss.

- (1) the notification should contain the following information:
  - (a) name, address, and TSBP license number of the pharmacy; and
  - (b) approximate number of records lost and/or dates covered by these records.
- (2) Distribute the copies as follows:
  - Original copy — Mail to TSBP at:  
Texas State Board of Pharmacy William P.  
Hobby Building, Suite 3-500333 Guadalupe  
Street  
Austin, Texas 78701
  - One (1) copy — retain in the pharmacy's files for 2 years

### Reporting Pharmacy Disasters, Accidents, and Emergencies

Any occurrence that may affect the strength, purity or labeling of drugs or devices must be ***immediately*** reported to the Board. This type of occurrence would include such disasters as fires, floods and hurricanes, which affect the pharmacy's drug stock. Specific requirements are contained in the Board Rule 291.3 titled "*Required Notifications.*"