

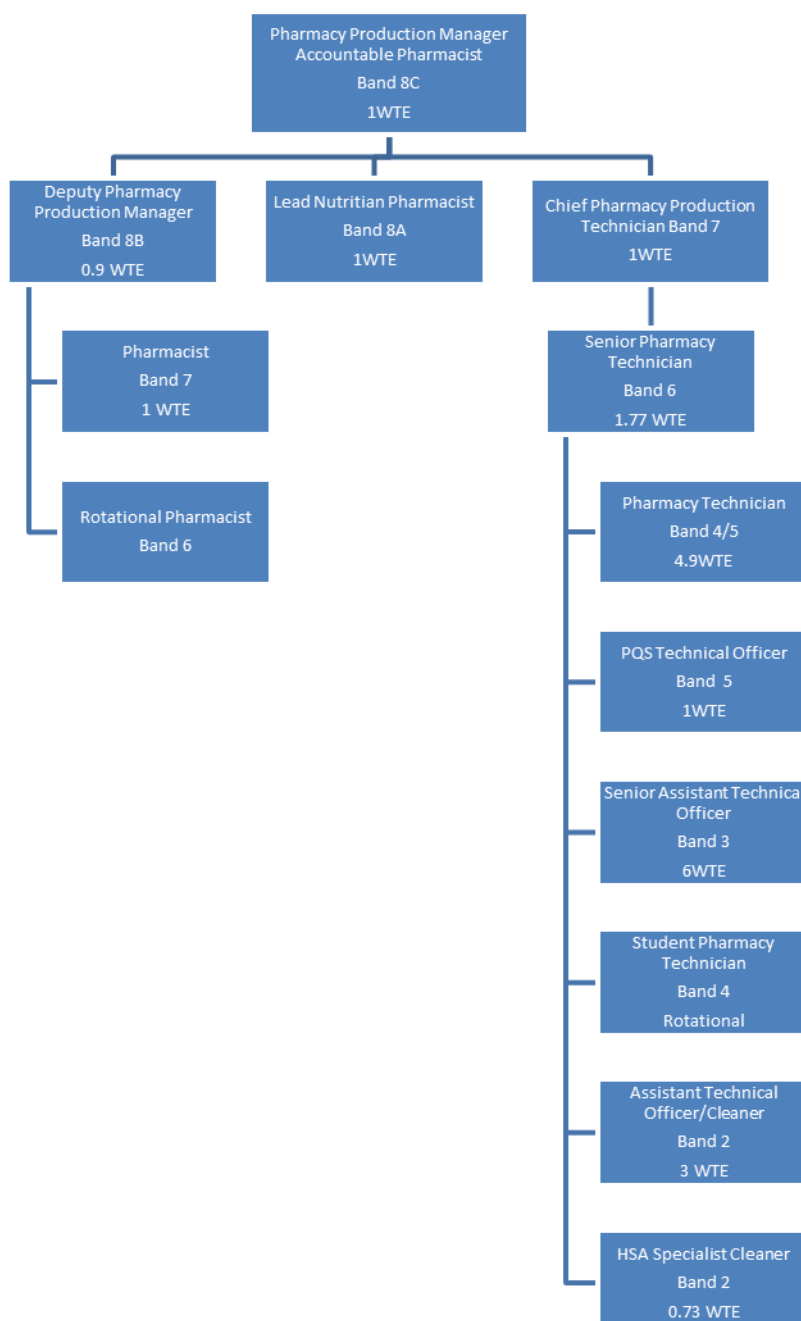
1.1 Production personnel – staffing structure			
Issued by: Barbara Spencer Date: 12.03.2020 Title: Chief Pharmacy Technician	Approved by: Kevin P Griffiths Date: 28/09/2020 Title: Production Manager	Version: 1.6	LOW
		Next review date: 28/09/2023	

Aim:

All departments undertaking aseptic preparation activities should have an appropriate documented organisational structure that indicates clearly the responsibilities and accountability of each member of staff. (Quality Assurance of Aseptic Preparation Services 5.1.1)

Responsibilities:

Aseptic units should be under the management of an Accountable Pharmacist and staff working in the aseptic unit should be professionally accountable, either directly or indirectly, to the Accountable Pharmacist. (Quality Assurance of Aseptic Preparation Services 5.1.2, 5.1.3)



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Approved By:

28/09/2020

X 

Signed by: Griffiths, Kevin

Document Management System (DMS) and change control information (include additional version numbers, description of change, major/minor change and staff groups tables as more changes are made)			
Document keywords (for DMS search)	Staffing Structure		
Version Number:	1.6	Description of Change:	Lines of management amended.
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.5	Description of Change:	Additional SATO posts added and cleaner WTE amended. Updated Structure.
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.4	Description of Change:	Removed staff names and added total WTEs.
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.3	Description of Change:	Updated to reflect current staffing
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.2	Description of Change:	Updated to reflect current staffing
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.1	Description of Change:	Updated to reflect current staffing
Major/Minor Change:	Minor	Staff Group(s) if applicable:	Production
Version Number:	1.0	Description of Change:	DMS Version
Major/Minor Change:	Major	Staff Group(s) if applicable:	Production