

Procedure: Assigning Alternate DINs for Allergies that Use Discontinued DINs

Originating Branch: Health Information Office

Original Approval Date: February 23, 2015 **Effective Date:** March 1, 2015

Approved By:


Natalie Borden, Program Director, Drug Information System Program

Version #: 1.0

1. PROCEDURE STATEMENT

- 1.1. The Nova Scotia Drug Information System (DIS) is an electronic system that allows authorized health care providers to access, manage, share and protect medication information.
- 1.2. The DIS uses First Databank as its drug knowledge base, and it supplies the functionality for the drug utilization review of allergies. Drug utilization review for allergies can be completed using active or discontinued Drug Identification Numbers (DINs), but allergies created with discontinued DINs may not be displayed properly to DIS users.
- 1.3. Allergies or intolerances to drugs that have a DIN or Natural Product Number (NPN) can be recorded in the allergy/intolerance section of patient's DIS profile. The DIS will conduct a drug utilization review based on the drug class for allergies and intolerances to drugs that have a DIN.

2. DEFINITIONS

- 2.1. **Active ingredient group (AIG) Number:** Active ingredient group (AIG) number is a 10-digit number that identifies products that have the same active ingredient(s) and ingredient strength(s).
- 2.2. **Drug Identification Number (DIN):** A Drug Identification Number (DIN) is an eight-digit number assigned by Health Canada to a drug product prior to being marketed in Canada. It uniquely identifies all drug products sold in a dosage form in Canada.
- 2.3. **Drug Information System (DIS):** An electronic system managed by the Nova Scotia Department of Health and Wellness that allows authorized health care providers to access, manage, share and protect medication information. The Drug Information System is a part of Nova Scotia's electronic health record (EHR) system called SHARE (Secure Health Access Record).

- 2.4. **Drug Information System (DIS) Auditor:** A designated employee of the Department of Health and Wellness who is responsible for reviewing audit reports for the Drug Information System and conducting audit investigations as required. The DIS Auditor may be the DIS Audit Specialist or another DHW employee fulfilling auditing duties in an acting capacity when the DIS Audit Specialist is not available. Specific auditing tasks may also be delegated to employees of the Information Services Support Provider at the request of the DIS Auditor, such as running the reports from the DIS Portal to support audit investigations.
- 2.5. **Drug Information System (DIS) Program:** The Program of the Nova Scotia Department of Health and Wellness responsible for standards, funding, strategy, performance, and accountability of the Drug Information System (DIS).
- 2.6. **Drug Information System (DIS) Support:** The division of the Information Services Support Provider responsible for operational support of the DIS.
- 2.7. **First Databank:** A third-party vendor that provides the Department of Health and Wellness, through a license agreement, with a drug information database that is incorporated into the DIS.
- 2.8. **Health Canada Drug Product Database (DPD):** The DPD contains product specific information on drugs approved for use in Canada. The database is managed by Health Canada and includes human pharmaceutical and biological drugs, veterinary drugs and disinfectant products. It contains approximately 15,000 products which companies have notified Health Canada as being marketed.
- 2.9. **Information Services Support Provider:** means the support organization for provincial health information technology applications that facilitate health care delivery in Nova Scotia.
- 2.10. **Natural Product Number (NPN):** An eight-digit numerical code assigned to each natural health product approved to be marketed under the *Natural Health Products Regulations*.

3. **PROCEDURE OBJECTIVES**

- 3.1. The purpose of the procedure is to outline the process to follow when assigning a replacement DIN for a DIN discontinued by Health Canada that is associated with an allergy.

4. **APPLICATION**

- 4.1. This procedure applies to employees of the Department of Health and Wellness and the Information Services Support Provider.
- 4.2. This procedure does not apply to users of the DIS other than employees of the Department of Health and Wellness and the Information Services Support Provider.

5. **SPECIFIC STEPS**

- 5.1. On a monthly basis or other timeframe as determined by the DIS Program Director, the DIS auditor runs the *Invalid DINs used in Active Allergies* report, which contains a list of active allergies that are recorded using a discontinued DIN. The report contains personal health information.

- 5.2. DIS auditor inputs the DINs into a spreadsheet stored in a location that can be accessed by the pharmacy subject matter expert, DIS Support and the DIS auditor, and notifies the pharmacy subject matter expert that it has been updated. The spreadsheet will not contain personal health information.
- 5.3. The pharmacy subject matter expert will determine the replacement DIN as follows:
 - 5.3.1. Access the Health Canada Drug Products Database.
 - 5.3.2. Search discontinued products using the DIN from the report.
 - 5.3.3. Once the product is found click on "Same AIG Number" to obtain a list of equivalent DIN.
 - 5.3.4. The replacement DIN can be chosen from the options presented, excluding the brand name product, with the following brand preference:
 1. Apotex Incorporated
 2. Teva Canada Limited
 3. Mylan Pharmaceuticals ULC
 4. Pharmascience Inc.
 5. Sandoz Canada Incorporated
 - 5.3.5. The pharmacy subject matter expert updates the spreadsheet and notifies DIS Support and the DIS auditor.
 - 5.3.6. DIS Support shall notify the DIS pharmacy subject matter expert of any errors or potential errors that occur when the updating procedure is being executed, and of completion of the executed procedure.

6. ACCOUNTABILITY

- 6.1. The DIS Program Director will monitor the implementation, performance and effectiveness of this procedure.

7. MONITORING / OUTCOME MEASUREMENT

- 7.1. The Director, DIS Program, will monitor the implementation, performance and effectiveness of this procedure.

8. REFERENCES

- 8.1. Updating Discontinued Drug Identification Numbers (DINs) on Allergy Records in the Drug Information System policy

9. APPENDICES

N/A

10. INQUIRIES

Drug Information System Program, Health Information Office
Nova Scotia Department of Health & Wellness
Email: DIS@novascotia.ca

11. VERSION CONTROL

Version Control:	1.0
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