

POLICY ON PURCHASING MEDICINES FOR NATIONAL CANCER INSTITUTE, SRI LANKA (NCISL)
a.k.a APEKSHA HOSPITAL THROUGH THE HOSPITAL DEVELOPMENT COMMITTEE:

This policy was decided after obtaining the collective opinion from Director & the Consultant staff at the NCISL.

1. Allocation of the amount of money to buy medicines will be decided by the finance committee every month depending on the account balance.
2. Money should be spent to buy drugs that are included in the essential list of cancer medicines and supportive medicines as approved by the DGHS; they will be used for 1st line of cancer treatment.
3. The committee will not entertain individual prescriptions.
4. Bulk purchases of drugs should only be done.
5. These medicines are for the use of registered patients of the hospital.
6. If there is a need for a hospital staff member or their immediate family member*, to receive treatment, the hospital committee may decide to support his/her treatment by supplying needy drugs subject to following conditions:
 - They must be anti cancer drug in the essential list
 - Not available in the hospital
 - Generic brands would be purchased[*The staff member's spouse, own children & in the case of unmarried staff member, parents are **only** considered as the immediate family.] Responsibility of checking the authenticity of the immediate family claim lies on the hospital administration.
7. All purchases would be selected by a committee. **Whenever possible** minimum of 3 price quotations must be submitted for selection.
8. Good quality Generic medicines are to be purchased for the lowest price. Having NMRA registration for medicines will be an added qualification for the selection.
9. Essential antibiotics, antifungals would be selected on the advice from the Consultant Microbiologist and surgical items would be selected with the advice from the nominated Onco-surgeon from the hospital.

10. All drugs would be handed over to the hospital pharmacy in bulk through the donation unit at NCISL without specifying patient names.
11. A register would be maintained at the office of the hospital committee on all drug purchases giving details of names, quantities, their prices and acknowledgment from the hospital authority.
12. Committee members would request the administration / pharmacists to commence distributing these drugs to needy patients rather than reserving them for later use; preferably to start distribution within 24 hours of receiving them at the donation unit.

Approved by the Hospital committee meeting on 06-09-2023