TOPIC 14. SECURITY

Waiver Request for temporary Outpatient Pharmacy dispensing provisions at SFVAMC Teak Room Bldg. 200 1A-122.

(X) - Applicable Requirements
(O) - Optional Measures

Location	Item Number																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Canteen Retail Store	X	O	X	X	X					X	X					X	
Canteen Storage Room	X	O	X	X	X					X	X				X	X	
Canteen Office	X	O	X	X	X		X			O	X				X	X	
Agent Cashier	X		X	X	X		X			O	X				X		
Drug Storage Room	X	X	X	X	X			X	X	O	X		X				X
Pharmacy Dispensing Area	X N/A		X	X	X	X				O							
Pharmacy Manufacturing Area	X		X	X	X				X	O	X						X
A&MM Storage	O	X	X	X	X						X					O	
Silver Recovery	X	X	X	X	X						X				O		
Laundry Plant	O		X	O	X						X						
Central Linen Issue	O		X	X	X						X						
New Linen Storage	X		X	X	X						X						
Dental Precious Metal Storage	O		X	O	X						X				X		
IRM	X		X	X	X					O	X						O
Telephone Equipment Room	X		X	X	X					O	X						O
Animal Research Facility	X		X	X	X				O	O	X					O	O
Ward & Treatment Rooms												X	X	X		O	
Medical Media Equipment Storage	X		X	X	X					O	X				X		

NOTE: *The Office of Security and Law Enforcement (07) developed the requirements for this procedure.*

1. WINDOWS: When below 12 m (40 ft.) from ground level or the roof of a lower abutment, or less than 7.5 m (25 ft.) from windows of an adjoining building, or accessible by a building ledge leading to windows of other floor rooms, security mesh screening for windows is required. Required specifications for stainless steel security mesh screening are:

a. All #304 stainless steel woven mesh 0.7 mm (.028 in.) wire diameter, with tensile strength of 15 kg/mm (800 pounds per lineal inch).

b. Mesh 12x12 per 25 mm (in.) with main and sub frames of 2.7 mm (12 gauge) carbon steel with baked enamel finish and internal key locking slide bolts.

Not Applicable. No Windows in specified space.

2. WALLS: Exterior walls of brick and masonry construction are acceptable. Exterior walls which are composed of wood frame and siding require an interior backing of flattened No. 9 (16 gage) expanded security mesh for use with drywall or flattened No. 9 expanded security lath for use with gypsum plaster or solid 18 gage minimum laminated sheet metal to the backside of drywall panel partition.. Pharmacy and Agent Cashiers perimeter walls shall be full height (floor to underside of slab above). Interior walls containing windows shall be a minimum of 100 mm (4 in.) solid concrete masonry units to ceiling height with either masonry or gypsum wallboard to underside of slab above. Bulk control substance storage vaults require perimeter walls of brick or masonry construction full height.

All drugs will be removed from the area at night. Attempted access will be recognized either by Pharmacy personnel in the area with back up from CCTV monitoring linked to Police Dispatch.

3. DOORS AND DOOR LOCKS: Doors are of 45 mm (1-3/4 in.) hardwood or hollow steel construction. Dutch or half doors are unacceptable. Removable hinge pins on door exteriors must be retained with set pins or spot welded, preventing their removal. All doors must be fitted with two lock sets. Doors with glass panes must have one lock set, key operated from the interior of the protected area. If a door is not set in a steel frame, one of the two locks must be a jimmy proof rim dead lock. Doors set in steel frames must be fitted with a *mortise* lock with a deadlock pin feature. One lock (the day lock) must be automatically locking on door closure; requiring reentry to the room with key or lock combination and allowing egress from the room by use of an inside thumb latch. The day lock on the main door must be automatically locking, with a minimum 19 mm (3/4 in.) dead bolt and inside thumb latch. Combinations or keys to day locks will be restricted to service employees and combinations changed immediately on the termination or reassignment of an employee.

Day Locks set in steel frames with auto-mortise/deadlock and thumb latch will be provided. Set pins/spot welding will not be necessary since drugs will be removed overnight.

4. OTHER ROOM ACCESS MEANS: Interstitial overhead areas which enable entry into a secure room from an unsecured room must be barricaded by the installation of a suitable partition in the interstitial space which prevents "up and over" access. Ventilation grills on doors and air circulation ducts which exceed 0.06 m^2 (100 sq. in.) in areas must be reinforced to prevent their removal from outside the room. Other possible access means such as dumbwaiter shafts, roof, or wall ventilator housings, trapdoors, etc., must be secured by appropriate means.

Ductwork will have security bars/mesh installed to prevent unauthorized undetected entry, though "up and over" access will be recognized by presence of staff and CCTV, with drugs being removed from area during unoccupied intervals.

5. MOTION INTRUSION DETECTORS: An intrusion detection alarm system which detects entry into the room and which broadcasts a local alarm of sufficient volume to cause an illegal entrant to abandon a burglary attempt. Intrusion detectors must have the following essential features.

a. An internal, automatic charging DC standby power supply and a primary AC power operations.

b. A remote, key operated activation/deactivation switch installed outside the room and adjacent to the room entrance door frame and/or a central alarm ON-OFF control in the Police office.

c. An automatic reset capability following an intrusion detection.

d. A local alarm level of 80 dB (min) to 90 dB (max) within the configuration of the protected area.

e. An integral capability for the attachment of wiring for remote alarm and intrusion indicator equipment (visual or audio). See installation notes below.

f. A low nuisance alarm susceptibility.

(Intrusion detector equipment which operates on the principle of narrow beam interception, door contacts, microwave, or photo electric eye are unacceptable).

***Installation Notes**:*

- *A locally sounding alarm should not be installed in a room which is close to an ICU, cardiac care, or other special treatment areas where a loud alarm would have an injurious effect on patients.*

- *In addition to the locally sounding alarm, remote visual and/or audio annunciators must be located at the telephone switchboard and/or the Police Operations Room to assure 24 hour monitorship. These annunciators will have the capability of identifying individually protected zones.*

- *In protected rooms of outpatient clinics not on center grounds, intrusion detector alarms will be remoted to a commercial security alarm monitoring firm, a local police department, or a security office charged with building security. The remote alarms will be in addition to locally broadcast alarms in the protected areas.*

- *Remote bulk storage warehouse facilities will have one or more local broadcasting alarms inside and outside of the protected area.*

Access will be recognized by presence of staff and CCTV, with drugs being removed from area during unoccupied intervals.

6. PHARMACY DISPENSING COUNTER: Windows and walls of pharmacy dispensing counters must meet the Underwriter's Laboratories (U.L.) Standard 752 for Class III Ballistic Level. Department of Veterans Administration (VA) Architectural Standard Detail 11022-1. DWG applies to pharmacy dispensing windows but the window should be set in a minimum 100 mm (4 in.) solid concrete masonry units to ceiling height with either masonry or gypsum wallboard to underside of slab above. Other wall systems shall be permitted provided they meet the above forced entry requirement.

Full ballistic construction will be unnecessarily prohibitive for temporary setup of Pharmacy space in Teak Room. Drugs will be secured by locked doors and GSA Type 5 Safes or locked med carts and removed when secured space is not occupied. Access will be recognized by presence of staff and CCTV, with drugs being removed from area during unoccupied intervals. Current setup is not protected by ballistic provisions as well, though new permanent space will comply completely with the standard.

7. AGENT CASHIER COUNTER: Bullet resistive service windows must meet the U.L. Standard 752 for Class III Ballistic Level. VA Architectural Standard Detail 11022-1.DWG applies to pharmacy/cashier counter construction. The windows should be set in a minimum 100 mm (4 in.) solid concrete units to ceiling height with either masonry or gypsum wallboard to underside of slab above. Where masonry construction is not feasible, plastic or laminated glass products or other wall systems which will provide the acceptable level of protection may be used.

8. BULK DRUG STORAGE SAFES AND VAULTS: Drugs classified as schedule I, II, or III (narcotic) controlled substances under the Controlled Substance Act of 1970 must be stored in safes or vaults which conform to the following specifications:

a. Safes will be General Services Administration (GSA) class 5 security containers weighing no less than 340 kg (750 pounds).

Consideration will be given to using this provision in Teak Room for securement of controlled substances.

b. Where bulk quantities, or controlled substance handling requirements deem safes impractical, vaults must be used. Specifications for two types of vaults are given: Type I for outpatient clinic or center use, and Type II for construction in medical centers only. The Type I vault is not as formidable and permanent a structure as the Type II concrete vault and, therefore, schedule I, II and III (narcotic) controlled substances may not be stored on open shelving within the type I vault. To compensate for the lower security of Type I vaults lockable steel cabinets installed within the vault must be used for schedule I, II, III (narcotic) substances. Vault specifications are as follows:

(1) Type I Vault. Enclosure constructed of steel security screen, woven mesh, 1.2 mm (0.04 in.) wire diameter alloy #304 stainless steel, with tensile strength of 29 kg/mm (1,600 pounds per lineal inch). Mesh 10 x 10 per 25 mm (inch) with main frame and sub frames of 2.4 mm (13 gauge) alloy #304 steel. In rooms with dropped ceilings, the vertical frames and mesh walls must meet the actual ceiling or a security mesh ceiling installed below the false ceiling. In lieu of security mesh screening enclosures, type I vaults may be constructed of 2.4 mm (13 gauge) steel wall partition material with corner brackets welded and floor/ceiling anchors firmly set to prevent disassembly. Mesh vaults may be enclosed with drywall or paneling with appropriate ventilation openings.

(2) Type II Vault. Constructed of walls, floors, and ceilings of minimum of 200 mm (8 in.) reinforced concrete or other substantial masonry, reinforced vertically and horizontally with 13 mm (1/2 in.) steel rods tied 150 mm (6 in.) on center or other wall systems with equivalent or better performance criteria for forced entry and ballistics. Doors and day gates must meet GSA class 5 criteria. Vault ventilation and utility ports may not exceed 0.06 m^2 (100 sq. in.) in area.

9. BULK DRUG STORAGE CABINETS: Steel cabinets with adjustable shelving and built in locking devices are required for the storage of bulk supplies of schedule III, Non-Narcotic, to V controlled substances.

10. CLOSED CIRCUIT TV: Security Surveillance TV camera with motion detector feature on cameras and at monitor location. Refer to MP-6, part VIII, chapter 5, for obtaining technical assistance from Technology Management Service.

11. SPECIAL KEY CONTROL: Room door lock keys and day lock combinations, where applicable, are Special Keys as defined as Veterans Health Administration (VHA) supplement, MP-3, and are not mastered.

12. DRUG CABINETS: Key locked, all steel cabinets, firmly anchored in place are required for ward, emergency room or treatment room storage of small quantities of controlled substances. Locked unit dose carts are acceptable but must be positioned in a supervised area when not in use. Glass front drug cabinets are not acceptable for controlled substance storage. Plexiglas front cabinets 10 mm (3/8 in.) or greater in thickness, are acceptable.

Consideration will be given to using this provision in Teak Room for securement of controlled substances.

13. REFRIGERATORS: To be equipped with a built-in lock mechanism or hasp with padlock when used to store controlled substances (all schedules) and other potentially dangerous drugs and when located outside a locked or attended drug storage room.

This provision will be followed.

14. MEDICAL SUPPLY ROOMS AND CLOSETS: Service key control and accountability is required in accordance with VHA supplement, MP-3.

15. CASH SAFES, CABINETS AND LOCKERS: For the security of cash deposits and valuables, use safes, cabinets, or lockers meeting the GSA class 5 criteria. The size and configuration of commercially available class 5 safes, cabinets, and lockers is optional.

16. SECURE PROPERTY STORAGE CONTAINERS: For bulk retail merchandise and medical supplies requiring off-shelf protection, steel storage cabinets with adjustable shelving are available through the Federal supply service, group 71, class 7125.

17. ELECTRONIC ACCESS CONTROL SECURITY SYSTEM: For monitoring and controlling access to areas containing controlled substances, the following specifications are among those to be considered for inclusion:

a. Access Safeguard. To prevent learning codes through keypad observations or use of stolen or found access cards.

b. Time Sensitive. The ability to program access by user, shift, and day.

c. Area Sensitive. The ability to program access by door and area for each individual user.

d. Fail-Safe. The ability to maintain access security if the system goes down (i.e. bypass key).

e. Access Record/Audit Trail. The ability to provide for periodic or on demand print-out of names and time/dates of individual accessing.

f. User Coverage. The number of individual access codes that the system will accommodate.

(The use of electronic access control systems may be expanded to other high security areas within the facility.)

Key Card Access will be provided at the entrance to the Teak room both from the adjacent public corridor and the temporary waiting space within the Teak Room.