



Pharmacy Technician Daily Checklist

Week of: April 5th

Sunday		Monday		Tuesday		Wednesday		Thursday		Time of Day
Task	Initials	Task	Initials	Task	Initials	Task	Initials	Task	Initials	
Temp/Pressure log	<i>[Signature]</i>	Temp/Pressure log	<i>[Signature]</i>	Temp/Pressure log	<i>[Signature]</i>	Temp/Pressure log	<i>[Signature]</i>	Temp/Pressure log	<i>[Signature]</i>	3:00 - 3:30
Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	
Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	3:00 - 3:30
Sanitize Chemo 1	<i>[Signature]</i>	Sanitize Chemo 1	<i>[Signature]</i>	Sanitize Chemo 1	<i>[Signature]</i>	Sanitize Chemo 1	<i>[Signature]</i>	Sanitize Chemo 1	<i>[Signature]</i>	
Sanitize Chemo 2	<i>[Signature]</i>	Sanitize Chemo 2	<i>[Signature]</i>	Sanitize Chemo 2	<i>[Signature]</i>	Sanitize Chemo 2	<i>[Signature]</i>	Sanitize Chemo 2	<i>[Signature]</i>	3:00 - 3:30
Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	Sanitize Workbench 1	<i>[Signature]</i>	
Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	Sanitize Workbench 2	<i>[Signature]</i>	3:00 - 3:30
Sanitize Chemo 1 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 1 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 1 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 1 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 1 (2% Na Hypochlorite)	<i>[Signature]</i>	
Sanitize Chemo 2 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 2 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 2 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 2 (2% Na Hypochlorite)	<i>[Signature]</i>	Sanitize Chemo 2 (2% Na Hypochlorite)	<i>[Signature]</i>	3:00 - 3:30
UV light on Blower on	<i>[Signature]</i>	UV light on Blower on	<i>[Signature]</i>	UV light on Blower on	<i>[Signature]</i>	UV light on Blower on	<i>[Signature]</i>	Sanitize underneath bottom panel of BSCs (2% Na Hypochlorite)	<i>[Signature]</i>	
Sanitize PPR (IPA)	<i>[Signature]</i>	Sanitize PPR (IPA)	<i>[Signature]</i>	Sanitize PPR (IPA)	<i>[Signature]</i>	Sanitize PPR (IPA)	<i>[Signature]</i>	Sanitize PPR (H ₂ O ₂)	<i>[Signature]</i>	End of night
<input checked="" type="checkbox"/> Floors <input checked="" type="checkbox"/> Counter <input checked="" type="checkbox"/> Carts <input checked="" type="checkbox"/> Pass-thru		<input type="checkbox"/> Floors <input checked="" type="checkbox"/> Counter <input type="checkbox"/> Carts <input type="checkbox"/> Pass-thru		<input checked="" type="checkbox"/> Floors <input checked="" type="checkbox"/> Counter <input type="checkbox"/> Carts <input type="checkbox"/> Pass-thru		<input checked="" type="checkbox"/> Floors <input checked="" type="checkbox"/> Counter <input checked="" type="checkbox"/> Carts <input checked="" type="checkbox"/> Pass-thru <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Drawers				

