

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802
(213) 590-5512

Code: SA 77-70

Date: August 5, 1977

To: Presidents

From: Harry Harmon *Harry Harmon*
Executive Vice Chancellor

Subject: Authorization - Basic Formulary of Medications Provided
by Student Health Centers - 1977-78 - Executive Order No. 278

I am transmitting to you a copy of Executive Order No. 278 which authorizes each campus President to establish a basic formulary of common medications to be used in the treatment of acute and subacute illnesses, injuries, and conditions. Medications from this formulary shall be provided to students at no cost. This delegation is effective for 1977-78 only.

Chancellor's staff will consult with campus representatives concerning the possible development of a systemwide basic formulary for subsequent years. If this consultation indicates that systemwide development is feasible, we will inform you of our plans immediately.

It is your responsibility as President to implement Executive Order No. 278 where applicable and to maintain the campus repository and index for all Executive Orders.

HH:pb
Attachment

Distribution: Vice Presidents, Academic Affairs
Vice Presidents, Administration
Deans of Students
Chancellor's Office Staff
Administration Information Center

THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802

Executive Order No.: 278
Title: **Authorization – Development of Basic Formulary of Medications
Provided by Student Health Centers – 1977-78**
Effective Date: August 4, 1977
Supersedes: No Prior Executive Order

At the July 12-13, 1977 meeting of the Board of Trustees, authority was delegated to me to:

Develop a basic formulary of common medications used in the treatment of acute and subacute illnesses, injuries, and conditions. This formulary shall be provided to students at no cost. (REP 7-77-4)

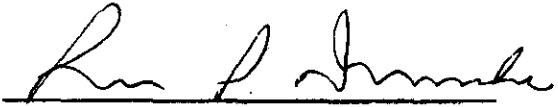
Effective August 4, 1977, each campus President is authorized to establish the basic formulary for the 1977-78 year.

Actions taken pursuant to this Executive Order are subject to the following requirements:

1. The formulary should be comprehensive but need not be so broad that anticipated annual costs will exceed past annual expenditures for medications prescribed for the treatment of acute and subacute illnesses, injuries, and conditions.
2. Only common medications utilized for acute and subacute care should be included.
3. Since Trustee policy limits prescriptions from the basic formulary to a 14-day supply, it should not include medications prescribed for illnesses, injuries, and conditions which may require a more extensive time period for effective treatment.
4. Medications prescribed from the basic formulary shall be provided to students at no charge regardless of whether the medication is provided in support of basic or augmented student health services.
5. If the student's 14-day supply is exhausted and proper treatment warrants continuation of the medication, supplies for an additional 14 days may be provided, but at no time shall students be charged for items included in the basic formulary.
6. Although the medications from the basic formulary shall be provided to students at no charge, a pharmacy service fee may be charged to students for costs incurred in dispensing any medication (see SA 77-64, BA 77-31, Attachment B).
7. Each campus shall forward a list of medications to be included in the 1977-78 formulary to the Division of Student Affairs no later than September 16, 1977.
8. Each campus shall maintain a record of total 1977-78 expenditures for medications provided from the basic formulary. The amount of the total 1977-78 expenditure shall be forwarded to the Division of Student Affairs by July 15, 1978.

Development of the basic formulary should begin as soon as possible so that it is established prior to the beginning of the fall term.

Date: August 4, 1977


Glenn S. Dumke, Chancellor