

**657—6.16(124,155A) Records.** Every inventory or other record required to be kept under Iowa Code chapters 124 and 155A or rules of the board shall be kept by the pharmacy and be available for inspection and copying by the board or its representative for at least two years from the date of the inventory or record except as specifically identified by law or rule. Controlled substance records shall be maintained in a readily retrievable manner in accordance with federal requirements and 657—Chapter 10.

**6.16(1) Combined records.** If controlled substances, prescription drugs, or nonprescription drug items are listed on the same record, the controlled substances shall be asterisked, red-lined, or in some other manner made readily identifiable from all other items appearing on the records.

**6.16(2) Prescriptions maintained.** The original prescription drug order shall be maintained for a period of two years following the date of last activity on the prescription.

**6.16(3) Number imprinted.** The original hard-copy prescription shall be imprinted with the prescription or control number assigned to the prescription drug order.

**6.16(4) Alternative data retention system.** Records, except when specifically required to be maintained in original or hard-copy form, may be maintained in an alternative data retention system, such as a data processing system or direct imaging system provided:

*a.* The records maintained in the alternative system contain all of the information required on the manual record; and

*b.* The data processing system is capable of producing a hard copy of the record, within two business days, upon the request of the board, its representative, or other authorized local, state, or federal law enforcement or regulatory agencies.