

IDS is a service center, core facility, and joint venture of the Perelman School of Medicine and UPHS, supported by user fees, providing research pharmacy services to the entire Penn Community

After-Hours (**Emergencies Only**): 267-734-5009

IDS Central	IDS Smilow	IDS North
3600 Civic Center Dr., 10 <sup>th</sup> Fl (Rm 10-020) Philadelphia, PA 19104 215-622-7911 / (Fax) 215-615-1308 <a href="mailto:pennids@Pennmedicine.upenn.edu">pennids@Pennmedicine.upenn.edu</a> Hours: 730a-5p M-F; 8a-330p Sat/Sun (As needed)	3400 Civic Center Dr., (Rm 161) Philadelphia, PA 19104 215-662-3342 / (Fax) 215-349-5132 <a href="mailto:pennids@Pennmedicine.upenn.edu">pennids@Pennmedicine.upenn.edu</a> Hours: 730a-4p M-F (Closed weekends)	51 N 39 <sup>th</sup> St., Mutch Bldg (Rm 103) Philadelphia, PA 19104 215-662-9995 / (Fax) 215-243-4645 <a href="mailto:IDSNorth@Pennmedicine.upenn.edu">IDSNorth@Pennmedicine.upenn.edu</a> Hours: 730a-4p M-F (Closed weekends)

Facilities	Central	Smilow	North
Controlled R/T (20-25 °C)	✓	✓	✓
Refrigeration (2-8 °C)	✓	✓	✓
Freezer (-20 °C)	✓	✓	✓
Freezer (-80 °C)	✓	✓	✓
Liquid Nitrogen (-180 °C)			
Emergency Generators	✓	✓	✓
Quarantine	✓	✓	✓
USP <800> Compliant	✓	✓	

### SECURITY

Central & Smilow: Electronic locks, cameras

North: Key/code combination locks, cameras

### DELIVERIES

IDS delivers to clinics or infusion suites with an electronic chain of custody. Charges may apply depending on the distance. If picking up directly from IDS, must present a PennCard or UPHS ID (CHOP and Wistar Staff - obtain a courtesy PennKey)

### TEMPERATURE MONITORING

Electronic and continuous charts uploaded into Vestigo™

Central & Smilow: Comark

Smilow & North: Aeroscout

### RECORDKEEPING

Electronic and Vestigo™. Must request electronic access during visit. Both FDA and EMEA consider IDS logs to be valid source documents.

### ARCHIVAL

Documents maintained for minimum of 20 years.

IDS uses the Penn Records Center:

[www.archives.upenn.edu/urc/urc.html](http://www.archives.upenn.edu/urc/urc.html)

### VISIT SCHEDULING

All visits must be scheduled in advance (*use APP*).

Minimum notice: SIV - 10 days IMV/COV - 5 days

IDS requires 4 weeks' notice before first enrollment.

### cGMP/cGLP (IDS CENTRAL ONLY)

Formulation, compounding, manufacturing and customized packaging and labeling expertise, as well as a product testing lab (no human samples)

## Staff Directory

### Director:

✚ Donna Capozzi, PharmD, BCOP  
([Donna.capozzi@pennmedicine.upenn.edu](mailto:Donna.capozzi@pennmedicine.upenn.edu))

### Associate Director-Finance:

✚ Charles Molli ([CMolli@upenn.edu](mailto:CMolli@upenn.edu))

### Scientific Director:

✚ Garret Fitzgerald, MD, FCS

### Assistant Director:

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✚ Dave Kim, PharmD, BCOP  
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### Clinical Research Pharmacists:

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✚ Arleen Kessler, PharmD, MBA *\*Per Diem*  
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SCHEDULING APP: [www.med.upenn.edu/apps/ids/scheduler](http://www.med.upenn.edu/apps/ids/scheduler)

Join the IDS LISTSERV to receive alerts for important information!

<https://lists.upenn.edu/cgi-bin/wa?SUBED1=IDS-ADMIN>