

Section 6: Supply of Medicines to Patients in Residential Care Settings

Date Commenced		Name		Role	
<p>Review of the Supply of Medicines to Patients in Residential Care Settings</p> <p>The purpose of this section is to review how medicines are supplied to patients in residential care settings and to ensure that the same level of professional care and attention is provided to these patients, as to those patients who attend personally at the pharmacy.</p>					

Review of Services Provided			
1	Record details of the Residential Care Settings your pharmacy supplies pharmacy services to in the table below:		
	Residential Care Setting Name	HIQA Registration (if applicable)	Number of Residents
	1		
	2		
	3		
	4		
	5		
2	Review the standard operating procedures (SOPs) in place at the pharmacy for the supply to patients in residential care settings.		
	Do your procedures cover the following?		
	Receipt of prescriptions	Yes	No
	Therapeutic Review	Yes	No
	Dispensing	Yes	No
	Preparation of monitored dosage systems (MDS), if applicable	Yes	No
	Patient Counselling	Yes	No
	Delivery	Yes	No
	Medication Monitoring and Reviews	Yes	No
	Disposal of Unwanted Medicinal Products	Yes	No

3	<p>How do you assure yourself that each stage of the dispensing process, including any delegated tasks, are carried out under the personal supervision of a pharmacist?</p> <p>Record details:</p>																
4	<p>If medicines are supplied to patients in residential care centres in MDS, have you considered the following?</p> <table border="1" data-bbox="196 902 1442 1395"> <tr> <td data-bbox="196 902 1225 1037">Has an assessment of each individual patient's needs been completed by the pharmacist, in collaboration with the patient's prescriber and extended healthcare team?</td> <td data-bbox="1225 902 1281 1037">Yes</td> <td data-bbox="1281 902 1442 1037">No</td> </tr> <tr> <td data-bbox="196 1037 1225 1099">Does the supply of medicines in MDS meet the needs of individual patients?</td> <td data-bbox="1225 1037 1281 1099">Yes</td> <td data-bbox="1281 1037 1442 1099">No</td> </tr> <tr> <td data-bbox="196 1099 1225 1234">Has an assessment of each medicine's suitability for inclusion in a MDS been completed? This should assess the potential impact of MDS dispensing on the medicine's quality, safety and efficacy.</td> <td data-bbox="1225 1099 1281 1234">Yes</td> <td data-bbox="1281 1099 1442 1234">No</td> </tr> <tr> <td data-bbox="196 1234 1225 1335">Is each stage of the MDS assembly process subject to robust quality control measures and carried out under the personal supervision of a pharmacist?</td> <td data-bbox="1225 1234 1281 1335">Yes</td> <td data-bbox="1281 1234 1442 1335">No</td> </tr> <tr> <td data-bbox="196 1335 1225 1395">Are all MDS labelled with all required information for all medicines?</td> <td data-bbox="1225 1335 1281 1395">Yes</td> <td data-bbox="1281 1335 1442 1395">No</td> </tr> </table> <p>Record details of any additional considerations (if necessary):</p>		Has an assessment of each individual patient's needs been completed by the pharmacist, in collaboration with the patient's prescriber and extended healthcare team?	Yes	No	Does the supply of medicines in MDS meet the needs of individual patients?	Yes	No	Has an assessment of each medicine's suitability for inclusion in a MDS been completed? This should assess the potential impact of MDS dispensing on the medicine's quality, safety and efficacy.	Yes	No	Is each stage of the MDS assembly process subject to robust quality control measures and carried out under the personal supervision of a pharmacist?	Yes	No	Are all MDS labelled with all required information for all medicines?	Yes	No
Has an assessment of each individual patient's needs been completed by the pharmacist, in collaboration with the patient's prescriber and extended healthcare team?	Yes	No															
Does the supply of medicines in MDS meet the needs of individual patients?	Yes	No															
Has an assessment of each medicine's suitability for inclusion in a MDS been completed? This should assess the potential impact of MDS dispensing on the medicine's quality, safety and efficacy.	Yes	No															
Is each stage of the MDS assembly process subject to robust quality control measures and carried out under the personal supervision of a pharmacist?	Yes	No															
Are all MDS labelled with all required information for all medicines?	Yes	No															
5	<p>How is individual counselling offered by the pharmacist, to each patient or to their carer, on the proper use and storage of their medicine?</p> <p>Record details:</p>																

6	Are records of patient counselling, including offers and attendance by the pharmacist at the residential care home, maintained in the pharmacy?	Yes	No
7	Has a pharmacist participated in an interdisciplinary review of each patient, in line with Health Information and Quality Authority (HIQA) standards? Record details:	Yes	No
8	Are records of interdisciplinary reviews of patients retained at the pharmacy?	Yes	No
9	When delivering medicines to the residential care setting, is the supervising pharmacist satisfied that the delivery method meets the following:		
	The delivery method is secure, safe and prompt, and access to medicines and confidential information is restricted to authorised personnel only	Yes	No
	The delivery method maintains the integrity of the medicines and prevents their deterioration while in transit	Yes	No
	The delivery method includes a signed, itemised and verifiable audit trail for all medicines delivered, from the pharmacy to the carer/patient	Yes	No
	The delivery of schedule 2 and schedule 3 CDs is appropriately receipted and recorded	Yes	No
	Delivery records are maintained and available for review at the pharmacy	Yes	No
	If you have answered 'No' to any of the above details, record additional comments below:		
10	Are appropriate arrangements in place for segregation and safe disposal of unused, out of date medicinal products which are received from the residential care settings?	Yes	No

Notes:

Review of the Supply of Medicines to Patients in Residential Care Settings

How to Complete

Review three supplies of prescription medicines from the pharmacy to patients in residential care settings (including a controlled drug, a monthly supply, and a supply of another medicine).

Record your findings below:

SUPPLY 1

Medicine(s) supplied:	Medicine(s) prescribed:
Date supplied:	Date prescribed:

Prescription Details

Was the Prescription:					
Available at the pharmacy prior to supply?	Yes	No	Correctly written?	Yes	No
Retained in the pharmacy? Note: Remember to keep a copy with endorsements for Schedule 4 Part 1 CDs.	Yes	No	Endorsed for the supply made?	Yes	No
In date?	Yes	No	Accurately recorded in the Prescription Register?	Yes	No
If the prescription was not available prior to supply, was the supply an Emergency Supply:				Yes	No
Was there an immediate need for the medicine?	Yes	No	Had the patient been prescribed the medicine before?	Yes	No
At the request of:	Prescriber	Patient/carer	What quantity was supplied?		
Did it contain a controlled drug (Schedule 1-4)?	Yes	No	Was the supply recorded as an emergency, when at the request of the patient?	Yes	No

Details of Clinical Review by Pharmacist		
Were any potential therapy problems identified?	Yes	No
If yes, record details:		
If yes, were these communicated to the prescriber / patient / carer?	Yes	No
Record details:		

Patient Counselling		
Was counselling offered to the patient/carer?	Yes	No
Record details:		

Interdisciplinary Review			
Date of Last Review: _____	Is a record of this available at the pharmacy?	Yes	No
	Were any issues identified resolved?	Yes	No

Delivery		
Is there a record of the delivery of the medicine(s) available at the pharmacy?	Yes	No

SUPPLY 2

Medicine(s) supplied:	Medicine(s) prescribed:
Date supplied:	Date prescribed:

Prescription Details

Was the Prescription:					
Available at the pharmacy prior to supply?	Yes	No	Correctly written?	Yes	No
Retained in the pharmacy? Note: Remember to keep a copy with endorsements for Schedule 4 Part 1 CDs.	Yes	No	Endorsed for the supply made?	Yes	No
In date?	Yes	No	Accurately recorded in the Prescription Register?	Yes	No
If the prescription was not available prior to supply, was the supply an Emergency Supply:				Yes	No
Was there an immediate need for the medicine?	Yes	No	Had the patient been prescribed the medicine before?	Yes	No
At the request of:	Prescriber	Patient/carer	What quantity was supplied?		
Did it contain a controlled drug (Schedule 1-4)?	Yes	No	Was the supply recorded as an emergency, when at the request of the patient?	Yes	No

Details of Clinical Review by Pharmacist		
Were any potential therapy problems identified?	Yes	No
If yes, record details:		
If yes, were these communicated to the prescriber / patient / carer?	Yes	No
Record details:		

Patient Counselling		
Was counselling offered to the patient/carer?	Yes	No
Record details:		

Interdisciplinary Review			
Date of Last Review: _____	Is a record of this available at the pharmacy?	Yes	No
	Were any issues identified resolved?	Yes	No

Delivery		
Is there a record of the delivery of the medicine(s) available at the pharmacy?	Yes	No

Details of Clinical Review by Pharmacist	
Were any potential therapy problems identified?	Yes No
If yes, record details:	
If yes, were these communicated to the prescriber / patient / carer?	Yes No
Record details:	

Patient Counselling	
Was counselling offered to the patient/carer?	Yes No
Record details:	

Interdisciplinary Review			
Date of Last Review: _____	Is a record of this available at the pharmacy?	Yes	No
	Were any issues identified resolved?	Yes	No

Delivery	
Is there a record of the delivery of the medicine(s) available at the pharmacy?	Yes No

Compliance Assessment – Supply of Medicines to Patients in Residential Care Settings

Having completed the review, please consider the statements listed below and select the level of compliance that you think best represents your pharmacy

Compliant:

<input type="checkbox"/>	The preparation, dispensing and supply of prescription medicines is always carried out under the personal supervision of a pharmacist.
<input type="checkbox"/>	A pharmacist reviews each prescription for its validity, the pharmaceutical and therapeutic appropriateness of the medicine for the patient, and screens the prescription for any potential problems. Each patient and/or their carer(s) is offered counselling on their medicines.
<input type="checkbox"/>	There is a clear, documented procedure for the supply of prescription medicines to patients in residential care settings, which reflects practices in place in the pharmacy.
<input type="checkbox"/>	The supply of medicines to patients in residential care settings fully meets the requirements of PSI guidance.

Mostly Compliant:

<input type="checkbox"/>	The preparation, dispensing and supply of prescription medicines is carried out under the personal supervision of a pharmacist
<input type="checkbox"/>	Most prescriptions are routinely reviewed by the pharmacist for their validity, pharmaceutical and therapeutic appropriateness. Most patients and/or their carer(s) are routinely offered counselling on their medicines.
<input type="checkbox"/>	There is a clear, documented procedure for the supply of prescription medicines to patients in residential care settings, but this is not consistently followed.
<input type="checkbox"/>	The supply of medicines to patients in residential care settings mostly meets the requirements of PSI guidance.

Partially Compliant:

<input type="checkbox"/>	The preparation, dispensing and supply of prescription medicines is not always carried out under the personal supervision of a pharmacist.
<input type="checkbox"/>	Most prescriptions are reviewed by the pharmacist for their validity, pharmaceutical and therapeutic appropriateness. Patients and/or their carer(s) are not routinely offered counselling on their medicines.
<input type="checkbox"/>	There is a documented procedure for the supply of prescription medicines to patients in residential care settings, but this does not reflect practices in the pharmacy.
<input type="checkbox"/>	The supply of medicines to patients in residential care settings partially meets the requirements of PSI guidance.

Non-Compliant:

<input type="checkbox"/>	The preparation, dispensing and supply of all prescription medicines is not carried out under the personal supervision of a pharmacist.
<input type="checkbox"/>	A pharmacist does not review each prescription for its validity, pharmaceutical and therapeutic appropriateness. Patients and/or their carer(s) are not offered counselling on their medicines.
<input type="checkbox"/>	No procedure is in place for the supply of prescription medicines to patients in residential care settings.
<input type="checkbox"/>	The supply of medicines to patients in residential care settings does not meet the requirements of PSI guidance.

When you have completed this, move on to the Action Plan Booklet

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