

NATIONAL PATIENT GROUP DIRECTION: URGENT PROVISION OF MEDICINES, APPLIANCES AND ACBS PRODUCTS

OPERATIONAL PROCEDURE AND GUIDANCE FOR PHARMACISTS:

PATIENT GROUP DIRECTION FOR THE URGENT PROVISION OF CURRENT MEDICINES, APPLIANCES AND ACBS PRODUCTS LISTED IN THE BNF & BNFC, TO NHS PATIENTS BY PHARMACISTS

Purpose

The purpose of this Patient Group Direction (PGD) is to allow patients to receive their medicines, appliances and/or ACBS products from a pharmacist when the patient's prescriber is unavailable, there is a clinical need for the supply and it is clinically appropriate to do so.

Background

A patient who runs out of their prescribed medicines, appliances and/or ACBS product and cannot obtain a prescription for further supplies within a reasonable period can obtain an emergency supply from a pharmacist. Pharmacists can issue emergency supplies provided they can satisfy the conditions within the relevant instructions contained in the Medicines Act in Scotland, it is also possible to help patients to access their medicines urgently using a national Patient Group Direction (PGD).

The PGD for urgent provision of medicines, appliances and ACBS products has been developed by NHS Scotland, and implemented by NHS Boards, to enable pharmacists located in premises with a NHS Pharmaceutical Care Service Contract to provide patients with up to one prescribing cycle or course of their medicines, appliances and/or ACBS products when the patient's prescriber is unavailable.

The majority of clinical care should be provided on an individual, patient-specific basis. The supply and administration of medicines, appliances and ACBS products under PGD should be reserved for those limited situations where this offers an advantage for patient care without compromising patient safety, and where it is consistent with appropriate professional relationships and accountability.

Scope of Urgent Provision PGD

These arrangements apply only to urgent provision of medicines, appliances and ACBS products under the NHS in Scotland. The PGD supports a supply of most medicines, appliances and ACBS products (with some exceptions) in the current British National Formulary (BNF) and the British National Formulary for Children (BNFC). Some medicines, appliances and/or ACBS products listed in the BNF and BNFC are excluded and these are specifically highlighted in the PGD.

Use of the PGD can be from a request direct from the patient, the patient's representative, the patient's prescriber; an out-of-hours collaborative, NHS 24 and hospital A&E Departments.

Authority for Use

This PGD has been developed under the control of NHS Scotland, by medical and pharmaceutical clinicians and authorised for use by each individual NHS board. Pharmacists may only use the PGD if it has been authorised by the NHS board in their area. The pharmacist using the PGD must read, agree and sign the PGD.

Operating Procedures

Situation:	<p>The PGD can be used when a patient requires further supplies of their medicines, appliances and/or ACBS products at times when their prescriber is unavailable.</p> <p>The request can be direct by the patient or patient's representative, a request by the patient's prescriber, OOH service, Hospital A&E Department or NHS 24 referral.</p>
Inclusion Criteria:	<p>The pharmacist must satisfy themselves that the situation is appropriate for use of the PGD. The patient requires to be registered with a NHS GP in Scotland or have temporary registration in Scotland.</p> <p>The patient must agree that all relevant clinical information is shared between their prescriber and the pharmacist. Minimum information should include, current medicines being presented, any allergies and diagnosis (clinical condition being treated) as necessary. The patient should also agree to the pharmacist giving the prescriber any relevant information.</p>
Exclusion Criteria:	<p>The PGD should not be used where a patient or the medicines, appliances and/or ACBS products requested falls into the exclusion criteria specified within the relevant section of the PGD.</p>
Action of Exclusion:	<p>Patients within the exclusion criteria may be offered an emergency supply. The patient's prescriber should be notified of the exclusion circumstance. It would be good practice for the Pharmacy to record any instance of exclusion.</p>
Referral to Prescriber:	<p>The patient should be referred back to their prescriber, OOH or NHS 24 if there is a significant change in their clinical condition, which would make this PGD inappropriate.</p>

Description of Treatment

Medicines:	<p>The PGD can be used to supply any medicine, appliance or ACBS product provided they are included in the scope of the PGD.</p>
Legal Status:	<p>The legal status of the medicine can be POM, P, GSL or CD</p>

	depending on the specific medicine.
Dosage Form and Strength:	Whenever possible the patient should be supplied with the same manufacturer's preparation, dosage form and strength normally prescribed and dispensed. However, in exceptional circumstances the strength and dosage form and manufacturer's preparation can be altered provided it is equivalent in terms of active base drug (i.e. salt can vary provided bioequivalent) and dosage regimen.
Dose:	Dose as normally prescribed by the patient's prescriber or if not known as recommended by BNF or BNFC. The pharmacist should use their professional judgement on the course of action should a dose be unknown.
Exceptions:	This section lists medicines, appliances and/or ACBS products deemed unsuitable for the PGD route. Patient presenting with a request for these medicines should be referred to their prescriber or OOH service.
Duration of Supply:	The quantity of medicines and/or appliance and/or ACBS products provided can be up to the normal prescribing cycle or course. The pharmacist should exercise their professional judgement when assessing the duration of supply but provide at least enough to last until it is reasonably practical for the patient to obtain a prescription from their prescriber.
Patient Information:	The patient should be supplied with a PILs and any other information.
Documentation:	<p>Where a supply of medicines, appliances and/or ACBS products is made, the pharmacist is required to complete a CP(US)/CP4 form for onward transmission to NSS. This will enable the contractor to be reimbursed the cost of the medicines, appliances and/or ACBS products. It will also be part of the audit trail.</p> <p>The CP(US)/CP4 form for the purposes of this PGD is the equivalent of an NHS prescription and should contain the patient details, the CHI number, the medicines, appliances and/or ACBS products dispensed, dosage form, strength and dose and total quantity to be provided. It should also contain the identifier of the patient's prescriber.</p> <p>The patient's prescriber requires to be informed of the transaction and patient details.</p>
Supply:	The supply should be in the form of a normal dispensed product appropriately labelled and packaged.
Adverse Reactions/Side Effects:	As described in BNF/BNFC.

Record/Audit Trail:	<p>The CP (US) form or CP4 electronic claim should be forwarded to NHS NSS for processing and payment. A record of the transaction requires to be forwarded to the patient's prescriber along with patient's name, address and CHI number. A record of the transaction should be entered on the PMR and annotated urgent supply (US).</p>
Characteristic of Staff:	<p>The PGD can only be used by a pharmacist whose name is currently on the practising section of the pharmaceutical register held by The General Pharmaceutical Council (GPhC).</p>
Action by NSS:	<p>The CP(US)/CP4 form will be processed similar to a GP prescription.</p> <p>The pharmacy contractor shall receive the ingredient cost as reimbursement.</p> <p>The information regarding patient details and medicines, appliances and/or ACBS products provided to the patient should be forwarded to the patient's prescriber.</p> <p>The cost of the medicines, appliances and/or ACBS products will be attributed to the patient's GP's drugs budget.</p> <p>Information on urgent supplies made under these arrangements will be published from time to time as requested by NHS boards and the Scottish Executive Health Department.</p>
Legal Liability:	<p>As with any other professional activity the liability for actions taken under this PGD lies with the pharmacist making the supply.</p>