

PRIMARY CARE COMMUNITY PHARMACY

LOCAL PHARMACY SPECIFICATIONS

PROVISION OF PALLIATIVE

CARE JUST IN CASE (JIC) BAG SERVICE

Document Control Sheet

Title:	Provision of Palliative Care Just In Case (JIC) Bag Service
Document Status:	FINAL
Document Type:	Guidance
Version Number:	V3.0
Document location:	Joint Pharmacy Drive
Author:	Anne Shaw, Iain Fulton, Joyce Mitchell, Alyson Stein & Alex McMillan
Owner:	Anne Shaw
Approved By:	Joint Pharmacy Team
Date Effective From:	23.03.2022
Review Frequency:	Annually
Next Review Date:	Feb 2023

Revision History:

Version:	Date:	Summary of Changes:	Responsible Officer:
V0.1	Sept 2020	Version Control and Updating Current Specification	Anne Shaw/Carolyn Dickson
V1.1	Feb 2021	Version Control and Updating Current	Anne Shaw/Carolyn

		Specification	Dickson
V2.1	Mar 2022	Updating Service Specification	Anne Shaw/Carolyn Dickson/Fiona Knight

Approvals: this document was formally approved by:

Name & Title / Group:	Date:	Version:
Joint Pharmacy Team	23.02.2021	V2.0
Joint Pharmacy Team	April 2022	V3.0

Dissemination Arrangements:

Intended audience:	Method:	Date:	Version:
Community Pharmacists	Email	April 2021	V2.0
Community Pharmacists	Email	April 2022	V3.0

Linked Documentation:

Document Title:	Document File Path:

NB. This document is uncontrolled when printed. The contents of this document are subject to change, any paper copy is only valid on the day of printing. To ensure you have the most up to date version of this document please use the link to access the document directly from AthenA or contact the Author.

Specification For Provision of Palliative Care Just In Case (JIC) Bag Service

1. Background/Introduction

- 1.1 The Palliative Care Just in Case (JIC) Bag scheme will be available across Ayrshire and Arran from participating community pharmacies. The bag will contain end of life medication selected from an approved list of drugs, or, where deemed appropriate by the prescriber, an alternative drug may be prescribed.

A multi-disciplinary team in liaison with the General Practitioner will identify adult patients with a terminal diagnosis and who require palliative care support in their home. If it is anticipated that the patient's medical condition may deteriorate into the terminal phase of illness within weeks or a short number of months, with the patient and carer's agreement, the prescriber can initiate and prescribe a JIC bag. The supply of a JIC bag in the last few days of life would not be appropriate as pharmacies require up to 72 hours to dispense a JIC bag and the quantity and choice of drugs may not be sufficient to manage the patient's symptoms.

The GP practice will produce a prescription for the appropriate items and arrange for the chosen community pharmacy to receive the prescription.. The community pharmacy will dispense the medicines and the bag. The bag will be kept in the patient's home for rapid administration of medicines commonly prescribed for breakthrough symptom control if needed. Administration of the medicines will require to be authorised using an NHS Ayrshire and Arran Community Medication Record chart, supplied by the District Nurses.

2. Objectives of Service

- To improve access to palliative care medicines for patients for whom it is anticipated that their medical condition may deteriorate, including the development of new symptoms.
- To provide an easily identifiable source of medication which facilitates the effective management of anticipated breakthrough symptoms by healthcare professionals in urgent situations, until the patient's needs can be fully reviewed.

3. Service Outline

JIC bags may be supplied to patients living in the community, including those living in a residential or nursing home.

Participating Community Pharmacists will:

- Consider the risks of potential abuse or misuse of the medicines and contact the prescriber where this risk is significant.
- Offer a user-friendly, non-judgmental, patient-centred and confidential service
- Make a JIC bag available for supply within 3 working days following the receipt of a legal and valid prescription. Requests for the urgent supply of a JIC bag should be discussed with the prescriber.
- Check that the contents of the JIC bag align with the Scottish Palliative Care Guidelines and the Ayrshire and Arran JIC Formulary (Appendix 1).
- Supply medication in manufacturer's original packs wherever possible. In some circumstances (e.g. medicine shortages) it may be necessary to prescribe smaller quantities to limit wastage and ensure availability of medicines. This may result in supply of medicines not original packs.
- Ensure that all medicines in the JIC bag have a minimum of 12 months expiry date from the date of issue (except where this is not possible because of drug shortages or other extenuating circumstances).
- Ensure that all supplies made are labelled in accordance with the requirements of relevant legislation.
- Ensure that all medication is labelled with the phrase "PRESCRIBED IN ANTICIPATION OF NEED"
- Supply a patient information leaflet for each medicine supplied, in accordance with the requirements of relevant legislation.
- Supply a JIC patient information leaflet with the JIC bag.
- Supply symptom control guidelines in the JIC bag.
- Supply a Community Pharmacy Network Leaflet in the JIC bag.
- Place the supplies inside a disposable, single use, orange plastic bag designed specifically for this purpose.
- Apply to the outside of the JIC bag a label identifying the patient for whom the JIC bag has been dispensed.
- Add to the outside of the JIC bag an expiry date, which should be the earliest expiry date of the medicines contained within the JIC bag.
- Advise the patient and/or their representative on the importance of storing the JIC bag appropriately, whilst ensuring that it can be identified and accessed by healthcare professionals if required.
- Advise the patient and/or their representative to return unused medication to the pharmacy for disposal. The safe return and disposal

of unused medication is the responsibility of all professionals involved in the care of the patient.

- When supplying a JIC bag to a Care Home, the pharmacist shall advise the Home that the supplied medication is prescribed in anticipation of need and is not intended for routine administration. The contents of a JIC bag should not be included on a Medication Administration Record (MAR) chart until administration has been authorised by a clinician.

Pharmacy should be notified of any changes to JIC bag and on death of patient

4. Record Keeping

The pharmacist will maintain records on the PMR system of all JICs supplied, which must include the following:

- A unique identifier (i.e. PMR number)
- Prescriber details
- Date of issue of JIC
- Expiry date of each JIC bag issued (good practice).

Details must be kept securely and confidentially in the pharmacy. In line with CD documentation requirements, pharmacists should retain copies for 2 years.

5. Clinical Governance

In order to participate in the JIC bag service, pharmacists must:

- Have read and understood the Service Specification for the JIC bag service.
- Be responsible for their continuing professional development (CPD) in the area of palliative care, including participation in relevant training provided pertaining to the JIC bag service.

Pharmacy contractors must:

- Have a Standard Operating Procedure (SOP) in place for the dispensing and disposal of controlled drugs.
- Have signed the JIC bag service specification before commencing.
- Ensure that the JIC bag service specification is available to be consulted by all pharmacists, including locums, who work in their pharmacy and provide the service.

6. Training

NHS Ayrshire and Arran will provide training for staff that prescribe, dispense or administer JIC bag medication. A Power Point presentation on the JIC bag service is available for this purpose.

7.. Breach of Contract

Where prima facie evidence of a breach of the terms of this scheme comes to the notice of NHS Ayrshire and Arran the matter will be referred in the first instance to the pharmacy contractor concerned for comment. If appropriate, the pharmacy contractor will be invited to submit proposals for the rectification of the breach. Failure to provide a satisfactory response, or to rectify the breach, will result in the matter being referred to the Chief Executive of the NHS Ayrshire and Arran for consideration by the NHS Board and determination of any further action or sanctions to be taken, including termination of the contract under this scheme and recovery of any payments made in respect of services which have not been provided.

8.. Provision

The Health Board will provide participating pharmacy contractors with :

- Disposable, single use, orange plastic bags
- Patient Information Leaflets
- Medication administration charts (blank)
- Symptom control guidelines
- Community Pharmacy Palliative Care Network Leaflets

Appendix

Symptom	Standard JIC	Dose instructions	Quantity
Pain	Morphine 10mg/ml inj	2mg SC, repeated at hourly intervals as needed for pain or breathlessness If three (3) or more doses have been given within 4 hours with little or no benefit seek urgent advice or review	5 or 10 amps
Nausea / Vomiting	Levomepromazine 25mg/ml inj	2.5 to 5mg SC, 12 hourly as needed for nausea.	5 or 10 amps
Respiratory	Hyoscine Butylbromide 20mg/ml inj	20mg SC, repeated at hourly intervals as needed for respiratory secretions. Maximum of 120mg in 24 hours.	5 or 10 amps
Anxiety	Midazolam 10mg/2ml inj	2mg SC, repeated at hourly intervals as needed for anxiety/distress or breathlessness If three (3) or more doses have been given within 4 hours with little or no benefit seek urgent advice or review	5 or 10 amps
Other	Water For Injection		5 or 10 x10ml amps