

EXECUTIVE SUMMARYREPORT TO THE BOARD OF DIRECTORSHELD ON 18 NOVEMBER 2015

<b>Subject</b>	Medicine Code – section 3
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<b>Status<sup>1</sup></b>	A

**PURPOSE OF THE REPORT**

Updated Trust policy to:

- describe, clarify and standardise practices and procedures for the safe administration of medicines across the Trust.

**KEY POINTS**

All amendments in red font, but key changes include:

- inclusion of guidance for prioritising the use of infusion devices.
- reference to Community Services transcribing and management of emergency medication procedures.
- Clarification of responsibility for medicines taken by carers on Trust property.
- inclusion of guidelines for multiple use of vials, previously in separate document.
- Unlicensed medicines section amended to be in line with updated policy.
- Addition of preparation of IVs by physician's assistants (anaesthetics), and trainee physician's assistants (anaesthetics).

**IMPLICATIONS<sup>2</sup>**

AIM OF THE STHFT CORPORATE STRATEGY 2012-2017		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	
4	Spend Public Money Wisely	
5	Deliver Excellent Research, Education & Innovation	

**RECOMMENDATIONS**

The Board of Directors is asked to ratify this policy.

**APPROVAL PROCESS**

Meeting	Date	Approved Y/N
TEG	11.11.15	Y

<sup>1</sup> Status: A = Approval  
A\* = Approval & Requiring Board Approval  
D = Debate  
N = Note

<sup>2</sup> Against the five aims of the STHFT Corporate Strategy 2012-2017