

Code A - PA (Nursing & Clinical Governance)

From: Watling, Jeff [Code A]
Sent: 20 November 2003 17:19
To: Allen Nick 2003; Bagshaw Hazel 2003; Cameron Fiona; Dalby Ann; Davy Nikki 2003; Fellows Elizabeth 2003; Helen McHale; Holden Andrew (J82098) SWAN SURGERY GU32 3AB; Hovenden Katie 2003; Ian Reid; Jane Marshall; Lewkowicz Nicholas (J82154) FAREHAM HEALTH CENTRE PO16 7ER; Paula Diaper; Peach Jan (J82006) GOSPORT HEALTH CENTRE PO12 3PN
Subject: Notes of Monday's Meeting

Please see attached notes of Monday's Meeting. I think I owe Dr Andrew Holden a public apology. I Updated the above e-mail list when we changed from the old style e-mail addresses recently. The address bounced back when I sent out the papers but I did not spot it. Sorry Andrew!

<<Notes November 2003.doc>>

Jeff

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M68

East Hants PCT
 Fareham and Gosport PCT
 Portsmouth City PCT
 Portsmouth Hospitals NHS Trust
 Royal Hospital, Haslar
 Portsmouth & SE Hampshire LM Committee
 West Hampshire NHS Trust

create file
 + put dates
 of next
 meetings.
 in my
 schedule.

Notes of Guidelines and Medicines Management Subcommittee Monday 17th November 2003

2.03.1 Present

Mrs P Diaper, Mrs J Marshall, Mrs S Halewood, Dr N Leukowicz, Dr I Reid (chairman)
 Ms A Dalby, Dr N Allen, Mrs K Hovenden, Mrs H Bagshaw, Mrs J Brember, Miss H
 McHale, Mrs N Davy, Mr J Watling.

Apologies for absence

Dr E Fellows.

2.03.2 Notes of meeting 13th May 2003

Accepted as a correct record

2.03.3 Matters arising

1.03.4 Update on proposed route for approval of Drug Therapy Guidelines

The paper "Accountability Framework for Medicines Management within the local Health Economy" was discussed and proposed revised accountability framework was noted. The Clinical Effectiveness and Prescribing Committee does not yet exist. It was proposed that a structure should be developed to focus on medicines management but with ability to extend to a wider agenda. The Guidelines and Medicines Management Committee would concentrate on Medicines Policy, Drug Therapy Guidelines and Patient Group Directions. Each guideline/document would have to go to each PCT for final ratification. . The potential to widen the terms of reference of the Committee was discussed but it was agreed that these should be "allowed to develop over time." Agreed Chairman to write to Graeme Zaki to request clinical and nursing representation from PHT. Each PCT to be invited to send, as a minimum, a clinical, nursing and pharmacy representative.

2.03.4 New Guidelines for discussion

- a. Guidelines on Management of Acute Confusion and Aggression for use in the Department of Elderly Medicine

This guideline was discussed in the context of Elderly Medicine and Elderly Mental Health Departments. It was noted that nursing representatives from PHT and elsewhere were concerned about the deliverability of one-to-one monitoring of patients undergoing rapid tranquillisation. This was not thought to be an issue with regard to the approval of guidelines for elderly patients in PCT managed beds. Agreed that the guidelines would be approved for elderly care wards on the QAH/SMH sites. Ann Dalby to take to the community hospitals' nursing reference

group. Paula Diaper to take to EMH Clinicians to ensure their agreement to the guidelines. If no reconciliation can be found brief modifications for PHT etc to be added to the Elderly Medicine Guideline to ensure universal acceptance. Agreed also to move and cross reference flow diagram within document.

Post meeting note

At a GWMH CHI Action Plan update meeting following on from the Guidelines and Medicines Management Committee it was agreed that this guideline or a revised version must be put in shape to be applied to GWMH wards, preferably within the next two weeks but definitely by 10th December.

b. Subcutaneous Fluid Replacement

This was introduced as a re-formatting of an existing guideline. Agreed that the wording concerning addition of potassium chloride should be amended. Also agreed to review and include audit methodology (see post meeting note above).

c. Clopidogrel

This guideline had previously been requested and approved by the Area Prescribing Committee and was approved unchanged.

2.03.5 Drug Therapy Guidelines from Local NHS Trusts.

There was a brief discussion concerning the use of externally produced guidelines, which were evidence based and produced by a Royal College or academic institution. Agreed generally acceptable but they may have to be "badged" for local use with a clear reference to the originator.

a. Guidelines for Management of Depression in Adults and Elderly (West Hampshire NHS Trust).

This guideline had previously been approved by the Area Prescribing Committee and was approved unchanged.

b. Wessex Palliative Care Guidelines

It was agreed that there were good practical reasons for adopting the use of the Wessex Guidelines for palliative care patients, pending the production of any local guidelines if required. Agreed that these guidelines should be adopted unchanged.

2.03.6 Priority for New Guidelines/Guideline Review – what exactly is the requirement?

A request was made for clarity with regard to requirements for future guidelines in relation to the GWMH CHI recommendations. The following action was agreed:

Sedation in the elderly

This had been largely achieved through the Guidelines on Management of Acute Confusion and Aggression for use in the Department of Elderly Medicine. Agreed to discuss the issue with EMH with a view to producing a guideline for more modest, sedation in elderly patients, potentially identifying where greater standardisation of medication could take place.

Pain control in the elderly

The recently produced Joint PCTs Pain Control Guidelines for Elderly Patients to be re-formatted to comply with current requirements and a review carried out to ensure an evidence base.

2.03.7 Review of Medicines Policy – discussion concerning review following issue of new policy.

It was reported that the new Medicines Policy was in the final stages of modification following the latest round of consultation. Would be produced in final form within the next week or two and e-mailed to members. In the absence of further comment it would be approved by Chairman's action. A request was made to include mention of who prepared, and approved the document and who should receive comments for improvement of the Medicines Policy.

2.03.8 Any other business

a. Use of syringe drivers.

An email from Jacquie Swanston (Rowans Hospice) was discussed. Agreed that syringe driver policy should be reviewed to take account of the points Jacquie raised then shared across the health economy and The Rowans consulted with a view to incorporating any agreed amendments.

b. Nurse Prescribing within PCTs

The Committee noted that a Nurse Prescribing Policy for PCTs had been produced. This would be approved by Chairman's action in a similar way to the Medicines Policy.

c. Draft Guidelines

The following draft guidelines, which are on the agenda of the Formulary and Medicines Group were circulated for review prior to the next meeting:

- Medication history taking
- Antibiotic prophylaxis in surgery
- Vaginal infections

It was agreed that all drug therapy guidelines should be approved by this committee, prior to final ratification.

2.03.9 Date for next meeting.

12.30pm Tuesday 20th January 2004 Fareham Reach

Proposed additional dates all 12.30pm. 15th March, 14th June, 27th September, 6th December. Members are asked to confirm availability for the above.

District Wide Eff Committee
13.00 - 15.00