

Guidance on recording non-practice medications prescribed by other parties (e.g.secondary care) on GP clinical systems

Background

There are several medications which are prescribed and/or supplied directly to patients by other parties outside of the GP practice. Typically these include specialist drugs prescribed by secondary care only e.g. KGH and NGH RED drugs such as biologics. This is likely to increase with NHS England planned changes for specialised commissioning, including repatriation of renal immunosuppressants during 2015-16.

This poses a challenge to primary care to ensure that all clinical staff are aware of the patient's current medication prescribed elsewhere when:-

- making clinical decisions
- avoiding interactions or other risks when new medication is prescribed
- providing a drug history to other organisations eg hospital admission
- recognising any adverse events associated with the non-practice medication and taking appropriate actions

There have been recent patient safety incidents due to this issue and therefore it is of paramount importance that GP practices have a record of these medications on their clinical system for governance purposes but do not issue prescriptions for them.

This guidance aims to provide advice on best practice for recording non-GP medications in the patient's clinical records to minimise the risks to patient safety.

INSTRUCTIONS FOR ADDING NON-PRACTICE DRUGS TO GP CLINICAL SYSTEMS:

All Clinical Systems

- Use the **READ code 8B2D (hospital prescription)**
- Enter text in the dosage field to flag up that the item is not for primary care prescribing. For example: -
 - PRESCRIBED BY KGH – NOT TO BE PRESCRIBED BY THE GP
 - HOSPITAL SUPPLIED – NOT TO BE PRESCRIBED BY PRACTICE
- Enter the lowest possible quantity e.g. one tablet or 1ml

EMIS Web

The EMIS Web clinical system has the facility to record medication prescribed elsewhere (not the GP) on the patient's clinical record and the system will flag up potential drug interactions. Unfortunately, however, this function does allow the prescriber to print off a prescription and therefore does not prevent the inadvertent issuing of a prescription.

1. Open 'Medication' tab.
2. This will launch the drug browser where the clinician must select the drug given by secondary care
3. Complete the other required details of the hospital supplied drug on the 'Medication' section:
 - **Dose:** SUPPLIED BY THE HOSPITAL: NOT TO BE ISSUED BY THE GP
 - **Days/Quantity:** Enter lowest possible quantity possible e.g. 1 tablet or 1ml
4. Select 'Issue Drug', then 'Approve and complete'.
5. Select 'Change All' tab to highlight drug as issued by 'Hospital (No Print)'. This enables the hospital supply drug to be placed in a different section of the medication screen.
6. If the GP practice tries to issue the hospital supply drug a warning will appear in the 'Approve and Complete' print box stating it was 'Issued by hospital'. There is still the potential risk to issue this drug in error, therefore the recommendation to add the hospital supply statement under dose is essential.



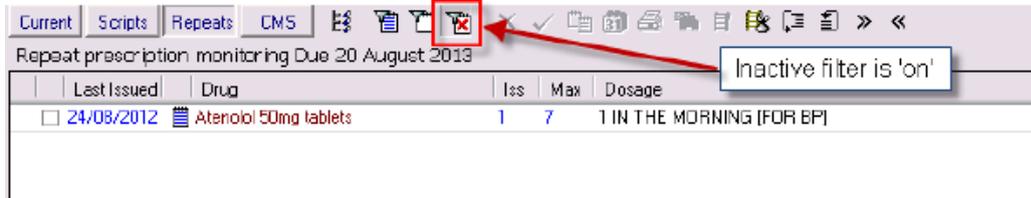
INPS Vision

The INPS Vision clinical system has the facility to record medication prescribed elsewhere (not the GP) on the patient's clinical record and the prescription cannot be inadvertently issued.

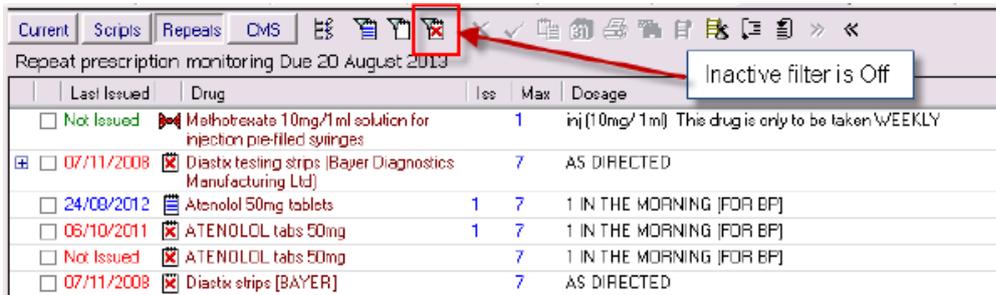
1. Open 'Therapy' tab and add repeat item
2. Go to the 'Source of Drug' field and click on  for the drop down menu and select 'By Hospital'
3. Enter the drug name and in the drug 'Dosage' field indicate the source of supply of drug or prescription. For example enter the text 'PRESCRIBED BY NGH – NOT TO BE PRESCRIBED BY THE GP' or 'HOSPITAL SUPPLIED – NOT TO BE PRESCRIBED BY PRACTICE'.

4. A value must be entered in the 'Repeats' field to save the record. Enter '1' since a prescription cannot be issued when the 'By Hospital' option has been selected.
5. You will notice that the prescriber box is now inactive. Click 'OK'

- The entry is given bowtie icon  and store under the inactive repeats  and cannot be printed.
- The default setting is to filter inactive items not to show and so non-practice items will not be routinely shown on the 'Repeats' screen. The clinical system will still flag up potential interactions even though the item cannot be seen on this screen.



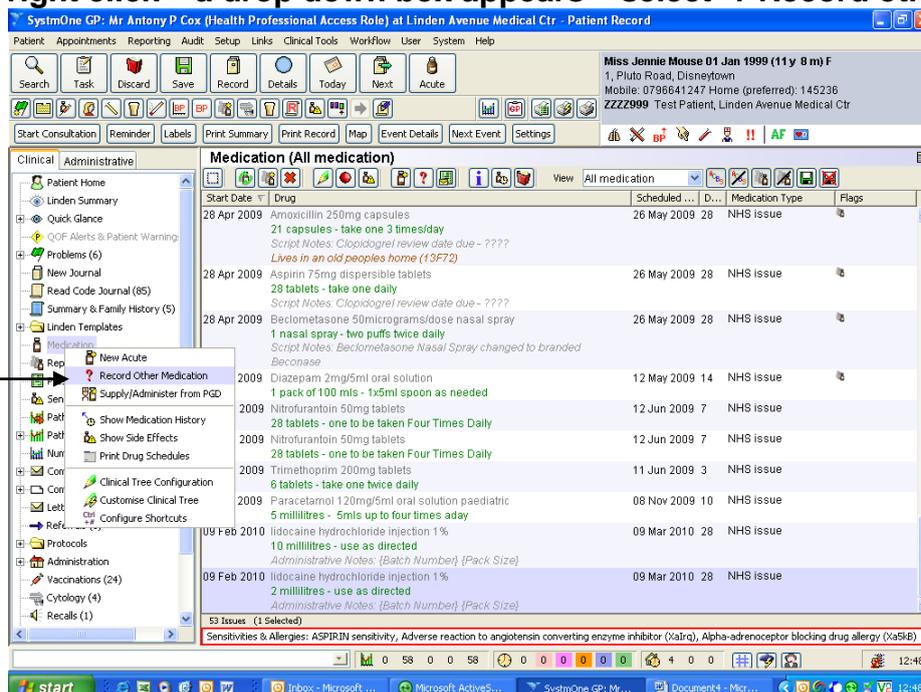
- To see non-practice items, the filter will need to be switched off.



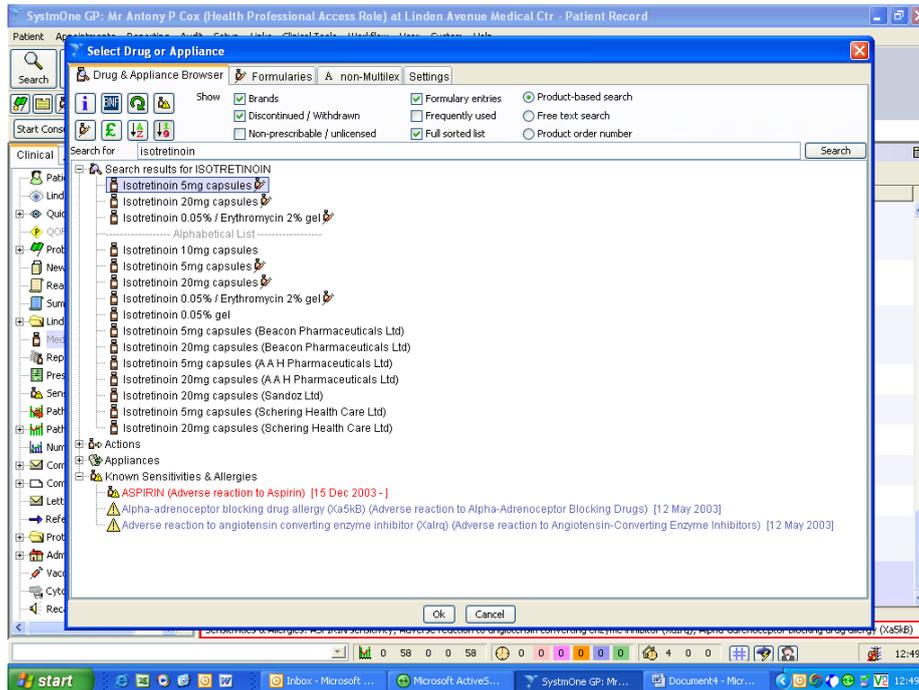
SystemOne

The SystemOne clinical system has the facility to record medication prescribed elsewhere (not the GP) on the patient's clinical record, which allows the system to flag up potential interactions, and the prescription cannot be inadvertently issued. The medication will appear in a separate box at the bottom of the repeat template screen and will be included if the Summary Medication is printed off (ie if this is requested to be sent to a hospital following an admission).

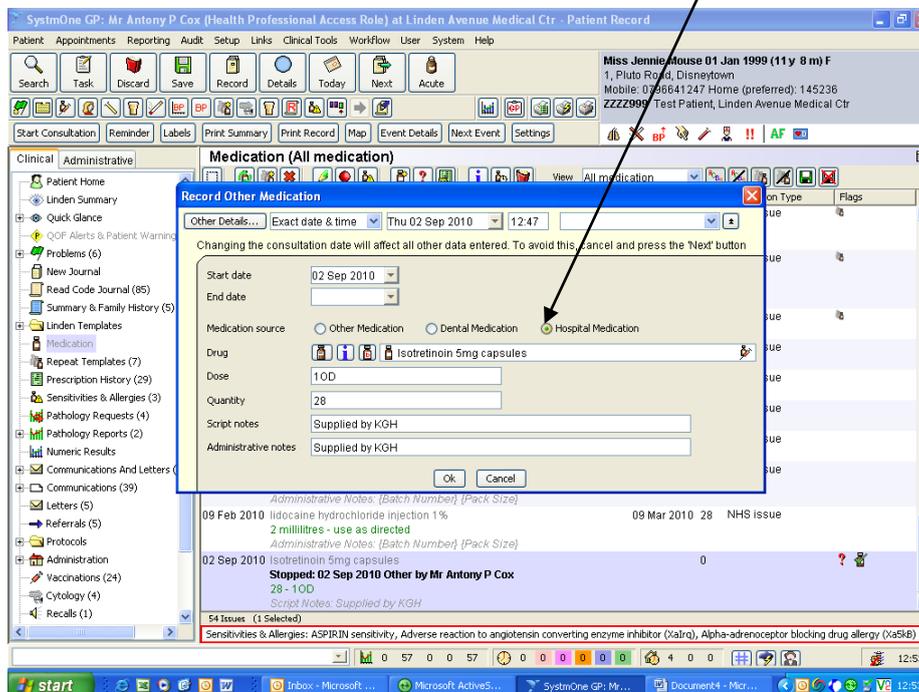
- Go to 'Medication' on the tree on the left hand side of the patient record – right click – a drop down box appears – select '? Record other medication'



2. Select the red drug - ok



3. Input details as required – note - 'Hospital Medication' must be selected - ok



4. You may wish to enter details of who is responsible for prescribing in the 'Script notes' section eg SUPPLIED BY KGH – NOT TO BE PRESCRIBED BY THE GP or 'HOSPITAL SUPPLIED – NOT TO BE PRESCRIBED BY PRACTICE'

5. The drug will then appear under the repeats as 'Other Medication'

Toggle*

The screenshot shows the 'Repeat Templates (All repeats)' view in SystemOne GP. The interface includes a top navigation bar, a patient information header for Miss Jennie Mouse, and a left-hand navigation menu. The main area displays a table of repeat medications with columns for Authorisation, Drug, Last Issued, Review, Issues, and Flags. Below the table is a 'Template Details' section with fields for 'Expected next issue', 'Medication started', and 'This authorisation started'. At the bottom, there is an 'Other Medication' section showing a record for Isotretinoin 5mg capsules. A red box highlights the 'Sensitivities & Allergies' section at the very bottom of the window.

*Toggle – when this is clicked, it allows you to toggle between the two repeat screen views shown above and below.

This screenshot shows the 'Repeat Templates (Current repeats)' view. The table of repeat medications is updated to show 'Current repeats'. The list includes Omeprazole, Amoxicillin, Bendroflumethiazide, Diazepam, and Aspirin. The 'Other Medication' section below remains the same, showing Isotretinoin 5mg capsules. The 'Sensitivities & Allergies' section at the bottom is also visible.

6. Click on 'OK' and 'Save Patient Record'

Adapted (August 2015) from a document produced by the Pharmacy and Medicines Optimisation Team Hertfordshire, Bedfordshire and Luton Commissioning Support May 2014