

BOARD OF DIRECTORS MEETING (Open)

Date: 12th April 2017

Item Ref:

6

TITLE OF PAPER	Controlled Drugs Accountable Officer (CDAO) report to the Board of Directors
TO BE PRESENTED BY	Peter Pratt
ACTION REQUIRED	For the Board of Directors to receive and this report.
OUTCOME	For the Board of Directors to be assured that the Trust has robust arrangements in place for the management of Controlled Drugs.
TIMETABLE FOR DECISION	To be discussed at April's Board of Directors meeting.
LINKS TO OTHER KEY REPORTS / DECISIONS	Trust Medicines Management Policy Trust Incident Management Policy
LINKS TO OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES	1.1 Quality of Care GPhC Standards CQC Fundamental Standards NICE Quality Standards NICE Clinical Guidelines Human Medicines Regulations 2012
IMPLICATIONS FOR SERVICE DELIVERY AND FINANCIAL IMPACT	Failure to have robust arrangements in place could have a detrimental impact on patient safety and result in non-compliance with regulations/legislation.
CONSIDERATION OF LEGAL ISSUES	The Human Medicines Regulations 2012 CQC Fundamental Standards

Author of Report	J P Pratt
Designation	CD Accountable Officer
Date of Report	February 2017

SUMMARY REPORT

Report to: Board of Directors

Date: 12th April 2017

Subject: Controlled Drugs Accountable Officer (CDAO) report

Presented by: Peter Pratt

Author: Peter Pratt

1. Purpose

<i>For Approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information</i>	<i>Other please state below</i>
	x			x	x
For assurance.					

2. Summary

- This report is presented to the BoD in line with the recommendations and legislative changes that were introduced following the enquires into the actions of Harold Shipman.
- The report concerns the use of a group of medicines called “controlled drugs” (CD’s) and the involvement of “relevant people” in their use. These drugs are categorised by legislation into 5 schedules, which broadly reflect the risk of harm associated with the medicine. Schedule 1 CD’s are considered to be associated with most risk of harm – and schedule 5 the least.
- Safeguarding and information sharing across the local arm of the LIN (local intelligence network) appear to be continuing to work well and in line with current recommendations.
- There has been an overall increase in the number of CD incidents that are reported to the Controlled Drugs Accountable officer (CDAO), particularly in relation to schedule 3 controlled drugs.
- There are reasonable grounds for assurance that the CDAO was aware of and, where appropriate, acted on incidents in relation to controlled drugs and relevant people. However the timeliness of receiving details of investigation is a concern (SOP adjustment currently under review to address this).
- The majority of Schedule 2 incidents relate to primary care interface issues.
- The largest number of reports relates to schedule 4 controlled drugs (as in previous years).

However the relative proportion of unaccounted discrepancies has reduced. This would support the adjustment of the SOP to ensure the timeliness of investigation.

- The reduction in schedule 2 reports may have been linked to the strengthened pharmacy presence within the substance misuse team, but further work would be required to confirm this association.
- Further work is indicated to support the safe use and administration of opioid patches (schedule 3)
- There may be an emerging issue of concern around the use of controlled drugs patches. The unit involved has made arrangements to switch to a different community pharmacy for medication supply. Further incidents involving patches will be scrutinised and additional measures put in place where indicated. The Trusts' decision to support Pharmacy's business case for a pharmacist to work within the older people's services will support this work.

3 Next Steps

4 Actions

SHSC Medicines optimisation committee to review actions related to management of controlled drug patches incidents and medicines safety group.(Agenda 24th April 2017)

SHSC interim Chief Pharmacist to finalise update of S.O.P in relation to investigation of small discrepancies of schedule 4 & 5 controlled drugs (in progress).

5 Monitoring Arrangements

CDAO to continue to monitor and ensure all incidents relating to controlled drugs are investigated and information shared.

Medicines safety group monitors all medicines related incidents – including those relating to controlled drugs.

Quarterly reports submitted to Regional CD accountable officer and Sheffield arm of the LIN (local intelligence network)

Quarterly reports copied to SHSC patient safety committee

Annual Assurance report to SHSC BoD

CDAO reports issue of major – or serious concern to Trust Chief Executive and Executive medical director immediately.

6 Contact Details

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