

AAGBI guidance of controlled drugs (CDs) August 2019

Paul Wyatt St5

Misuse of drugs acts 1972-2015

Medicine act 1968

**National Institute for Health and Care Excellence (NICE)
guidance for controlled drugs 2016**

Summary

- Trusts required to have **SOPS for CD Mx.**
- **Storage and access** – security, locked, accessible
- **CD register**- Name, PID, DOB, drug, dose supplied, used, wasted
- **Don't share ampoules** btw patients
- **PCA/solutions**- ready prepared solutions, label correctly.
- **Disposal** – empty ampoule/syringe, denature pots, witness, sharps only if denature medium
- **Audit practice**
- **Awareness of abuse & responsibility** for prompt and considerate Mx of concerns CD misuse.

Recommendations

1. Local Standard Operating Procedures (SOPs) promoting safe and legal practice for handling CDs in theatre and recovery. These must reference regulations and legislation and have regular review.
2. SOPs for storage of controlled drugs in theatres in line with the Misuse of Drugs (Safe Custody) Regulations and take into account:
 - secure and appropriate locking of CD cupboard at all times;
 - prompt staff access to CDs in theatres and availability for immediate clinical use;
 - any additional storage requirement for controlled drugs of different strengths with similar packaging;
 - security of the controlled drug cupboard keys (including any spare keys).
3. For PCA or other CD infusions use, good practice to
 - use pre-prepared syringes and bags in a standardised concentration (from a licensed manufacturer or prepared in an appropriate aseptic unit)
 - Consider preparation and availability of these products out of hours, including the storage location and staff competency.
 - Appropriate labelling if prepared in theatre, Theatre (drug, concentration, diluent), out of theatre (as above, pt name, date and time of prep, initials of preparer)

Recommendations

4. Regarding **disposal** of unused or part-used open ampoules and syringes of controlled drugs:

- Ampoules and syringes should be emptied completely before being discarded;
- Disposal in a container with an absorbent medium to denature them
- Sharps boxes are acceptable but not ideal, OK is absorbent medium in sharps boxes
- It is poor practice to discard part-filled syringes and ampoules in the sharps bin;
- Good practice to witness the disposal by registered HCP, no legal requirement to do so.

5. The CD register must be contemporaneous and should include:

- Patient's name, NHS or hospital number;
- Date and time of administration of drug;
- Amount of drug supplied;
- Amount of drug administered;
- Amount of drug disposed;
- Signatures of person supplying and person administering the drug;
- Signatures of person disposing of unused controlled drug and witness.

Recommendations

6. Regular dept audit to ensure CD doses recorded in the anaesthetic record or medicine record are congruent with the doses recorded in the theatre CD register.
7. The sharing of CD ampoules btw patients is poor practice and should be avoided.
8. HCPs should be aware of CD substance misuse and early warning signs. Report concerns promptly and handle with great care and empathy.

Medical staff (anaesthetists) administering the drugs are responsible for:

- Sign the controlled drugs register at the time.
- Recording in pt's notes/anaesthetic chart the amount of drug administered
- Return any unopened ampoules
- Safe disposal of any unused controlled drugs in opened or part-used ampoules or syringes, good practice that this is witnessed by another HCP
- *Awareness of responsibility to staff re: abuse and how to report*

CQC assessment

- Arrangements specific to controlled drugs
- SOPS
- Pharmacy arrangements
- Controlled Drugs Accountable Officer
- Medication Safety Officer/Medical Device Safety Officer
- Implementation of relevant legislation and guidance
- Controlled drugs usage in theatres
- Training
- Controlled drug audit and action plans
- Reporting

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