



A Meeting of the **Borders Area Drugs and Therapeutics Committee** held at 12:30pm on
Wednesday, 23rd March 2022 via Microsoft Teams
MINUTE

Present: Chair - Alison Wilson (Director of Pharmacy) (AW); Liz Leitch, Formulary Pharmacist; Dr Nicola Henderson, GP (NH); Keith Allan, Public Health Consultant; Adrian Mackenzie, Lead Pharmacist Community Pharmacy (AMack); Rhona Morrison, Medicines Governance Lead (RM); Dr Effie Dearden, DME Consultant (ED); Dr Ed James, Consultant (EJ); Keith Maclure, Lead Pharmacist Medicines Utilisation (KMacl); Kate Warner, Minute Taker (KW)

Guests: Claire Irvine (Macmillan Lung Nurse Specialist, Macmillan Centre)

Item	Situation ; Background; Assessment	Recommendation	Person	Timescale
1.	Apologies and Announcements: Andrew Leitch, Lay-Member			
2.	Declarations of Interest: None			
3.	DRAFT Minute previous meeting			
3.1	Draft minute from 26 th January 2022 meeting was approved as an accurate record of the meeting with no changes.	Publish minute	KW	24/03/2022
4.	Matters Arising			
4.1	ADTC discussed Thyroid Armour; previously discussed at January ADTC - minute in NFR subfolder. ADTC discussed the non-formulary request form and agreed that there should be additional section on the NFR form for NFR which are for on-going prescribing rather than for initiation of prescribing, ADTC also discussed that with ERF we may have patients who whose treatment will become non-formulary and there needs to be a process to manage.	Update NFR form to include if treatment is on-going prescribing.	LL/KW	30/03/2022
4.2	Community Hospital Discharge Medicines Management Policy; previously reviewed and updated. Approved by Pharmacy Contractors Committee; flowchart changed on page 3 to ensure discharge letter goes to community pharmacy at earliest opportunity. KMacl meeting with RM to discuss and finalise the measures and outcomes expected from the pilot. Nurses have reviewed the discharge policy and a stakeholder meeting is planned for next week to	ADTC noted this progress update. Include measurement of benefits in final	KMacl	31/03/2022

	ensure that all are aware of policy.	policy.		
4.3	NHS Borders Symptomatic Relief Policy – changes requested in July 2021 updated by Kyna Harvey Mental Health Pharmacist and re-submitted for approval.	ADTC Approved; Email to KH and upload to intranet	KW	28/03/2022
5.	NEW MEDICINE APPLICATIONS / NON FORMULARY REQUESTS:			
5.1	NFR Pyridostigmine – discussed by ADTC; minute and decision letter in NFR subfolder.	Letter to applicant	KW	28/03/2022
5.2	NFR Ostenil Plus – discussed by ADTC; minute and decision letter in NFR subfolder.	Letter to applicant	KW	28/03/2022
5.3	Update to NFR form In discussions above ADTC agreed that the Non Formulary Request form should be updated to include if the patient is established on the treatment, for how long, benefits and how benefits will be measured.	Update NFR form and republish to Intranet	LL/KW	30/03/2022
6.	PATIENT & MEDICINES SAFETY:			
6.1	Datix Review – RM reported more recent errors on CDs and in April will be visiting all clinical areas to audit practice; since cabinet installation there are not the previous daily CD checks at shift handover. Visits to be over coming months.	ADTC Noted		
7.	CLINICAL POLICIES, PROCEDURES and GUIDELINES for APPROVAL:			
7.1	NHS Borders Thematic Review of Medication Errors December 2020 – December 2021 includes Acute and P&CS with a total of 590 errors reported. Similar numbers for BGH and Primary Care. Some figures skewed by events which were discussed; insulin errors have been reduced as a result on on-going education. A review of what is reported will be made to ensure grading is comparable. Missed medications are included in errors and this is being reviewed on Surgical floor and DME. Largest error in community was vaccinations which were attributed to incorrect vaccine given to patients for their criteria at start of Covid. RM will be working on data for 2019/20/21 for future reviews in other areas. LL commented that all Anticoagulation Datix are reviewed by the Anticoagulation Committee and for areas of concern, Dr Paul Neary has offered to deliver teaching to ward staff. CD errors remain a concern and LL commented on the Omnicell miscounting accounting for errors regarding CDs. Ward 4 would welcome support on this; RM to contact SCN Ward 4 to discuss. ED asked ADTC to consider that most wards are running with lower nursing staff levels than previously considered safe and nurses are also working in unfamiliar areas – this should be flagged to NHS Borders Board – as errors happen in a stressed system. ADTC agreed that this should be raised and discussed further. AW informed that the Thematic Review will be included in the Pharmacy Annual Report which goes to Clinical Governance Committee in September and then onto the Board as a method of reporting. RM will review bed state and specific spikes that coincide with ward changes. RM spoke of the Anticoagulation teaching sessions; AW asked if a Clinical Development Fellow could be involved in audit work to look at incidents and knowledge before/after – RM and LL agreed to discuss separately along with missed medication review work being done in ward 7 and 9.	ADTC Noted Thematic Review to be included in Pharmacy Annual Report. LL and RM to meet Flag concerns at Board level on behalf of ADTC	KW/RM LL/RM AW	15/06/2022 30/04/2022 07/04/2022

7.2	ADTC discussed NHS Borders procedure for Non-Formulary Request (NFR) approvals, previously approved by Borders Formulary Committee and not being reviewed by East Region Formulary. NFRs will continue to be reviewed within each Board. Way this is done in other Boards was discussed as well as the options listed in SBAR. AW asked that, in first bullet “approved” be “decision taken”; ADTC agreed that there should be shared responsibility for decisions and that a regular half hour Teams meeting (perhaps in place of previous BFC meeting) could be utilised for discussion and cancelled if no applications to discuss. Where urgent the discussion can be done by email – but ADTC stressed that these must be clinically urgent for this to happen.	ADTC Approved process Regular meeting to be sent for reviews. Forward group membership to KW	KW LL	28/03/2022 28/03/2022
7.3	ADTC discussed NHS Lothian flowchart and agreed to continue using current NHS Borders flowchart with any new process/forms for new medicines applications.	Update; LL to check; update on intranet	KW	30/04/2022
7.4	Abbreviated Borders Joint Formulary – updated with the changes from Borders to East Region Formulary and reduced in size. Some changes were highlighted and these are included in the update information shared with prescribers. Plan is to change this format to be similar to the Empirical Antimicrobial Guidelines chart; this will be laminated for the wards and also shared with all prescribers, including NMPs, by email/Teams groups and intranet.	ADTC Approved Format to be updated and shared	KW	30/04/2022
7.5	ADTC Terms of Reference – updated with Groups/Committees that would previously have reported to Borders Formulary Committee and now report to ADTC.	ADTC approved		
8.	FOR INFORMATION and NOTING:			
8.1	East Region Formulary updates 1 ERF Committee minute – 2 nd February 2022; 2 ERWG minute – 9 th March 2022; 3 Progress on ERF prescribing.	ADTC Noted		
8.2	Changes from Borders Joint Formulary to East Regional Formulary	ADTC Noted		
8.3	NHS Lothian Unlicensed Medicines Procedure – peer reviewed, Lothian ADTC approved and can be found at Safe Use of Medicines Policy link	ADTC Noted		
8.4	Methylcellulose substitute has been raised at ERFC; a formulary application is in progress.	ADTC Noted		
8.5	DVT Ambulatory Care Pathway – uploaded to Clinical Area and subsequent link to other microsites.	ADTC Noted		
8.6	Updated guidance - Parkinson's Disease – no changes; uploaded to Clinical Area	ADTC Noted		
8.7	Sapropterin update- email from HIS	ADTC Noted		
9.	FEEDBACK from SUB GROUPS			
9.1	Anticoagulation Committee – no recent meeting.			
9.2	Antimicrobial Management Team – February meeting; minute not available.			
9.3	Controlled Drug Governance Team – no recent meeting.			
9.4	IV Therapy Group – DRAFT 9 th March 2022	MRG Noted		
9.5	Medicines Resource Group – DRAFT – 26 th January 2022	MRG Noted		
9.6	Non-Medical Prescribing Group – no recent meeting.			

9.7	Tissue Viability Steering Group – no recent meeting.			
9.8	Wound Formulary Group – no recent meeting.			
9.9	NHS Lothian ADTC – DRAFT 3 rd December 2021	MRG Noted		
10.	AOCB			
10.1	None			
Date and time of next meeting: Wednesday 25th May 2022 at 12:30pm via Microsoft Teams.				
Items for May 2022 meeting:				