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A Meeting of the **Borders Area Drugs and Therapeutics Committee** held at 12:30pm on  
**Wednesday, 22<sup>nd</sup> November 2023 via Microsoft Teams**  
**MINUTE**

**Present:** Dr Kevin Buchan (Chair ADTC and GP); Dr Effie Dearden, DME Consultant (ED); Dr Elliot Longworth, GP (EL); Dr Ed James, Consultant Microbiologist (EJ); Malcolm Clubb, Lead Pharmacist Community Pharmacy (MC); Keith Maclure, Lead Pharmacist (KMacl); Rhona Morrison, Medicines Governance/NMP Lead (RM); Kate Warner, Meeting Administrator (KW)

**Guests:** Maxine Barron, Clinical Pharmacist (item 7.3); Alex Mundell, Clinical Pharmacist (item 7.4); Kyna Harvey, Clinical Pharmacist (items 7.5 - 7.7)

Item	Situation; Background; Assessment	Recommendation	Lead	Timescale
1.	<b>Welcome and Announcements:</b> <b>Apologies:</b> Dr Nicola Henderson, GP (Dr Elliot Longworth, GP attending); Cathryn Park, Senior Clinical Pharmacist (CP) <b>Not Present:</b> Representative from Public Health			
2.	<b>Declarations of Interest:</b> None			
3.	<b>DRAFT Minute previous meeting</b>			
3.1	Draft minute from 27 <sup>th</sup> September 2023 meeting was approved as an accurate record of the meeting.	Upload to intranet/ internet	KW	27/11/2023
4.	<b>Matters Arising</b>			
4.1	Non-Formulary Request Form – update not available for this meeting.	January Agenda	KW	24/01/2024
4.2	Item 7.5 in September 2023 minute was discussed; regarding the removal of opioid medications from East Region Formulary and request from ED/BUCC to keep supply of 8/500 co-codamol. Dihydrocodeine has been removed due to diversion of prescribed medications in other Boards which we do not have an issue within Borders but do have a requirement for this pain relief for a small cohort of patients. ADTC agreed that local reasonable prescribing was appropriate and asked that a formulary application should be made to East Region Formulary Committee to review this for inclusion on the formulary.	Discuss with BUCC	MC	30/11/2023
5.	<b>NEW MEDICINE APPLICATIONS / NON FORMULARY REQUESTS:</b>			

5.1	NFR Panel decisions made since last ADTC meeting were ratified.	ADTC Ratified		
5.2	NFR Panel received feedback at October meeting regarding patient progress for Althea NFR. Review process for NFR Panel was discussed; one to be reviewed.	ADTC Noted KB follow up - MC	MC	23/11/2023
6.	<b>PATIENT &amp; MEDICINES SAFETY:</b>			
6.1	ADTC reviewed Patient and Medicines Safety Update and Datix Medication Error report to November 2023; Adverse events November 2023; themes from the report are around controlled drugs and administration (availability and discharges). Controlled drug errors in the review included counts and syringe driver errors.	ADTC Noted		
7.	<b>CLINICAL POLICIES, PROCEDURES and GUIDELINES for APPROVAL:</b>			
7.1	Adult Patient Controlled Analgesia (PCA) Pathway; from Dr Shona Smith and CNM Lynne McCutcheon request for approval in principle to trial the new PCA medication regimen in Ward 9; once the appropriate equipment and medicines training is complete. ADTC noted that Morphine PCAs go with patients, but other opioids go to ITU and change medication when patient goes to wards. Request to start using alternative opioids in ward areas would begin with a trial of one patient in Ward 9. Training has been identified and will be supported by Training and Development and Anaesthetics. RM will be available for training if required to be present. ADTC discussed and approved in principle to trial this; after which it will go to Planned Care Governance Board and then Acute Clinical Board prior to rollout.	ADTC Approved		
7.2	ADTC were asked to consider the future for the current Prescribing Bulletin which has 3 pharmacists as an editorial team with no administration support. With formulary decisions being part of East Region remit, Lothian have proposed their prescribing bulletin could be re-badged and used regionally. Proposal from the editorial team is that they can produce two more editions taking it to the end of this financial year and that future of bulletin should be reviewed before that time. ADTC discussed the requirement for local prescribing information and how a Borders Prescribing Bulletin could be supported going forward. Locally, there are variations and financial improvement plan information that needs to communicate to prescribers. ADTC agreed that there should be local bulletin still going to prescribers and that the current 2-page bulletin emailed works well for those who receive. ADTC approved this direction of travel and will receive update on how the production of Prescribing Bulletin is to continue in future.	ADTC Approved		
7.3	ADTC reviewed the update to Symptomatic Relief Policy in Adult Patients – NHS Borders. Updated by Maxine Barron, Mental Health Pharmacist and Sarah MacFarlane, Huntlyburn SCN; with changes - adding Loratadine for hay fever and increased maximum dose of Peptac. Reviewed in secondary care with medicines listed on the policy to be administered by nursing and midwifery staff; midwifery use PGDs; and guidance predominantly used in mental health. ADTC discussed other use, specifically in community hospitals and patients resident in BGH. ADTC requested that this be sent to Philip Grieve, as Associate Director of Nursing P&Cs, Chief Nurse HSCP, to be reviewed for use in community hospitals. Feedback to come to MC/KW and	ADTC Approved Changes as noted		

	any changes should come back to ADTC. If no comments, it can be approved as is. One typo to also be corrected under Hypromellose – to change to “15 minutes”. It was agreed that this is used lightly and that there should be some communications to encourage use, including to junior doctors and included in prescribing bulletin. To include potential additional Anticholinergic Burden of the antihistamine.			
7.4	NHS Borders – TPN Guideline – BGH Parenteral Nutrition Guidelines; AM was unable to attend the meeting. ADTC agreed that this should be moved to January agenda for discussion.	January agenda Invite AM to speak	KW KW	24/01/2024 27/11/2023
7.5	NHS Borders Homecare Medicines Services Policy – KH attended the meeting to outline the update to this version which has no substantial changes other than typos and date updates. Information will be included in a future version from the current Scotland-side review of homecare services and will return to ADTC for approval at that time.	ADTC Approved		
7.6	ADTC discussed the procurement of unlicensed medicines which are included in the extravasation policy; these are low risk and available as licensed products in other, reputable countries. Request to approve to procure as per the guideline – without having to go through the non-formulary request process – as the medications are often required in emergency situations. The FAF3 process to East Region Formulary Committee will be actioned by KH.	ADTC Approved		
7.7	ADTC discussed the SBAR for procurement of unlicensed Guanfacine; a risk assessment has been completed of this trusted source of medicines; licensed products from Canada, as there are supply issues and shortages causing difficulties. ADTC discussed the side effects of stopping guanfacine. Supply would be for BGH only and to support community pharmacy with information.	ADTC Approved		
<b>8.</b>	<b>FOR INFORMATION and NOTING:</b>			
8.1	<b>East Region Formulary updates</b> - ERF Committee minute from 11 <sup>th</sup> October 2023 and ERWG minute from 20 <sup>th</sup> September 2023 were noted. Directors of Pharmacy of three Boards are meeting to discuss business as usual and ways to work more collaboratively across the region, particularly as there has not yet been successful recruitment for formulary pharmacist in Borders. Formulary has been delivered and the project now moves into review phase, looking at chapters for review and update.	ADTC Noted		
<b>9.</b>	<b>FEEDBACK from SUBGROUPS</b>			
9.1	Anticoagulation Committee – next meeting December 2023			
9.2	Antimicrobial Management Team meeting 20 <sup>th</sup> September 2023	ADTC Noted		
9.3	Antimicrobial Management Team Workplan; containing this year's projects and including any carried over from previous year workplan. This year's projects centre around care homes and UTIs. Projects carried over not delivered due to resource.	ADTC Approved		
9.4	IV Therapy Group minute from meeting held 8 <sup>th</sup> November 2023; commented on a current patient review which will result in parent carer being able to give subcutaneous injection to	ADTC Noted		

	improve quality of life and allow parent to administer rather than current daily district nurse. Governance of this is under review and paper will come to ADTC.			
9.5	Medicines Resource Group minute from meeting held 27 <sup>th</sup> September 2023	ADTC Noted		
9.6	Non-Medical Prescribing Group – no recent meeting; using Teams channel for communication and CPD. Future CPD plans are underway.	ADTC Noted		
9.7	Tissue Viability Steering Group – there has been a meeting with the TV team to discuss switching the route of delivery from prescribing to stores and a trial has recently begun in central and west. Email has been sent to practices and community pharmacies and a plan is in progress with meeting set in new year to review the nurse processes and ensure they are comfortable. Wound Formulary Group are not meeting unless there is a specific item to discuss; communication in Teams channel is proving effective and as wound formulary is now with East Region there is nothing pending to review.	ADTC Noted		
9.8	NHS Lothian ADTC minute from meeting held 4 <sup>th</sup> August 2023	ADTC Noted		
<b>10.</b>	<b>AOCB</b>			
10.1	ADTC currently do not have an attending lay member. KW to contact AL and ask if they would like to complete confidentiality forms and continue with ADTC. If not, KW will contact Public Involvement to begin the process of recruiting a new lay member.	Contact/new lay member	KW	16/01/2023
	For awareness of ADTC - piped oxygen supply in ED was discussed; currently this is not in every room and there have been Datix incidents with cylinders running out. Estates are reviewing the piped oxygen and there are discussions ongoing with BOC about digital cylinders which are monitored and alarm when low.	ADTC Noted		
<b>Date and time of next meeting: Wednesday 24<sup>th</sup> January 2024 at 12:30pm via Microsoft Teams.</b>				
<b>Items expected for future Agendas –</b> January 2024 <b>Delegation of medicine administration by non-reg practitioners Band 4</b> (Rhona Morrison) January 2024 <b>NHS Borders Policy for prescribing medicines not on the East Region Formulary</b> ( <i>update to previous NHS Borders Policy for Processing Requests to Prescribe Unlicensed Medicines; Off-label Medicines; Non-Formulary Requests; or Peer Approved Clinical System (PACS) Tier Two Requests</i> ) (Kyna Harvey) January 2024 <b>NHS Borders – TPN Guideline – BGH Parenteral Nutrition Guidelines</b> (Alex Mundell) Requested <b>NHS Borders Guideline on NHS Care and Private Treatment</b> (Kirsty Kiln/Rebecca Devine)				