

A Meeting of the **Borders Area Drugs and Therapeutics Committee** held at 12:30pm on  
**Wednesday, 26 MARCH 2025 via Microsoft Teams**



**MINUTE**

Item	Situation; Background; Assessment	Recommendation	Lead
1.	<b>Welcome and Announcements:</b>  <b>Present:</b> Malcolm Clubb, Director of Pharmacy (MC); Dr Sohail Bhatti, Director of Public Health (SB); Dr Nicola Henderson, GP (NH); Dr Edward James, Consultant Microbiologist (EJ); Keith Maclure, Lead Pharmacist – Medicines & Utilization (KMacl); Rhona Morrison, Medicines Governance and Non-Medical Prescribing Lead (RM); Kirsten Thomson, Lead Clinical Pharmacist (KT). <b>Guests:</b> Molly McCrindle, Trainee Pharmacist observing the meeting. <b>Apologies:</b> Cathryn Park, Deputy Director of Pharmacy (CP); Kate Warner, Meeting Administrator – meeting to be recorded.		
1.1	<b>Declarations of Interest:</b> None		
2.	<b>DRAFT Minute previous meeting</b>		
2.1	The draft minute of ADTC meeting held 26 January 2025 could not be approved as the meeting was not quorate. This will not be required to be published as decisions were made virtually or moved to this meeting.	ADTC Noted.	
3.	<b>Matters Arising</b>		
3.1	ADTC Terms of Reference has been updated to remove the requirement for the Chair of ADTC to also be the Chair of Area Clinical Forum (ACF). This was discussed, with reasons for change highlighted. Questions were raised regarding legislative requirement and any need for formal connection. Extension of the committee membership was also discussed. ADTC heard that the Board are currently reviewing governance structure and the possible streamlining of supporting committees and amalgamation of meetings. Subgroups reporting to ADTC are all independent groups in different specialty areas. Typos in the diagram were raised and request to update. ADTC approved the updated Terms of Reference, this will be forwarded to the Board. ADTC agreed that MC would fulfil the role of Interim Chair until a new Chair is appointed.	ADTC Approved. Forward to Board.  Typos in diagram and update ToR.	MC/KW  KW
3.2	Outpatient Rituximab – Rheumatology & Dermatology – Infusions Service protocol – updated following January ADTC meeting. Comments raised at the previous ADTC have not all been included and this was discussed further. ADTC approved.	ADTC Approved. Email author – Alex Mundell	KW 01/04/25

3.3	Variable Rate Intravenous Insulin Infusion (VRIII) chart was received from Diabetic nurses, developed with Endocrinology Doctors. This has been updated following ADTC January meeting with input from clinical pharmacist. Infusion mls or units was discussed and ADTC agreed that this should be units on this occasion as insulin is prescribed in units. The document requires a cover paper – note to author.	ADTC Approved Email author – Kirsty Johnstone	KW 01/04/25
<b>4.</b>	<b>NEW MEDICINE APPLICATIONS / NON-FORMULARY REQUESTS:</b>		
4.1	NFR Panel decisions – spreadsheet including feedback was tabled for information.	ADTC Noted	
<b>5.</b>	<b>PATIENT &amp; MEDICINES SAFETY:</b>		
5.1	Patient and Medicines Safety Update – InPhase Medication Error report from January - March 2025 was noted. The annual Thematic Review is in progress. Any errors arising from reports are reviewed at the Medicines Governance and Safety Group, who create an action plan. Baseline figures were commented on – how many activities did this number of errors arise from? NHS Borders do not have this level of information due to their paper-based, manual data collection. HEPMA would provide figures and percentages; other health boards are able to do this using HEPMA. Pharmacy staff sample and compare snapshots at various points throughout the year and in different areas.	ADTC Noted	
<b>6.</b>	<b>CLINICAL POLICIES, PROCEDURES and GUIDELINES for APPROVAL:</b>		
6.1	Anti-Diabetic Therapy Guidelines for Type 2 Diabetes Mellitus and Guidelines for use of Tirzepatide. Clinical Interface Group have approved both papers and they have been circulated throughout the organisation for comment. ADTC commented on the usefulness of the flowchart. Tirzepatide is third line in ERF and fourth line here – it was felt this should be consistent. The guideline and flowchart will be used by prescribers, CIG requested as guidance notes, and this will be added to RefHelp and RDS. It was commented that this requires NHS Borders logo and cover sheet information and requested that the documents be merged.	ADTC Approved. Email author – Dr Rachel Williamson	KW 01/04/25
6.2	ADTC discussed the Protocol - Single Nurse Administration of Injectable Medicines in Community Clinical Areas; which is for use in Hospital at Home and, in future, other community hospital areas. Dispensing medicines and where checking sits in the process was discussed. Hospital at Home should be using community pharmacies for sourcing medicines for dispensing and adding additional clinical check; this is not always possible – Saturday and Sunday they are able to do with a single check. Single check in community but not in acute was discussed. The list of antibiotics discussed; IV and oral doses for certain patients; resource for administration. ADTC asked that the policy include single checking, but the list of drugs be taken out and put in separate drug use document; review drugs – exclusions rather than inclusions. Nursing leadership would be required to lead change in acute; this has been discussed in the past and it was agreed that the Medicines Governance & Safety Group should rediscuss and investigate what other Boards are doing to align Borders with that.	ADTC Approved single checking for Hospital @ Home as test of change without the drug list Email author – RM. Discuss further with Matt T and NH Discuss single checking for acute at MG&SG	KW 01/04/25 RM 30/04/25 RM 30/04/25
6.3	ADTC discussed the updated Intrathecal Policy which has been reviewed and approved by Haematology & BMC nurses. The requirement to have MR fit device to intrathecal infections has been updated in line with national patient safety. ADTC requested a change - SH03 in the quiz - as this is not a term used by everyone and the language should be changed.	ADTC approved with change. Email author – Eileen Nichol	KW 01/04/25

6.4	ADTC discussed the SBAR regarding conversion of dexamethasone administration from one route of admin to another, which has been reviewed and approved by Palliative Care Service staff. ADTC asked who this was aimed at and how this will be cascaded. The document has stemmed from an InPhase report and will be available to all through RDS. A cover sheet is required, with details of author and review and expiry dates.	ADTC Approved – with cover sheet required. Email author – Eileen Nicol	KW 01/04/25
6.5	ADTC discussed the Radiology 6.5 RAD10 - PGD Glyceryl Trinitrate sublingual tablets v1.0 Mar2025-28, and item below Radiology RAD11 - PGD Metoprolol Injection 1mg-1ml v1.0 Mar2025-28. PGDs are required for the Advanced Radiography Practitioner who is not currently prescribing and if completing diagnostic imaging they have to wait for a consultant to be available to review. This has been promoted by Dr Paul Neary so the practitioner can administer medication in Radiology. Some typos were noted: GTN mls; GTN – criteria for exclusion – spelling mistakes; Cardio myopathy appears twice – can these be linked together. RM noted changes and will update both PGDs and resend.	ADTC requested that the PGDs be updated as noted and resubmitted by email for approval.	RM 01/04/25
6.6	Radiology RAD11 - PGD Metoprolol Injection 1mg-1ml v1.0 Mar2025-28. As above	As above	RM
6.7	Letter requesting representation for National Review Panel PACS T2 from ADTC members; committee asked to nominate members for this panel	To be selected.	MC 01/04/25
7.	<b>FOR INFORMATION and NOTING:</b>		
7.1	ADTC noted the final versions of advice documents from the NCMAG Programme. To be discussed further – this may not be required on agenda and is available through NC website.	ADTC Noted Remove item.	KW
8.	<b>FEEDBACK from SUBGROUPS</b>		
8.1	Anticoagulation Committee meeting (draft) minute – 3 March 2025	ADTC Noted	
8.2	Antimicrobial Management Team meeting action tracker - 15 January 2025	ADTC Noted	
8.3	IV Therapy Group meeting (draft) minute – 15 January 2025	ADTC Noted	
8.4	Medicines Resource Group meeting (draft) minute - 22 January 2025	ADTC Noted	
8.5	Medicines Governance and Safety Group meeting (draft) minute – 3 February 2025	ADTC Noted	
8.6	Tissue Viability Steering Group – minute to be sent for future ADTC meetings.	Contact E Gavin.	KW 01/04/25
8.7	East Region Formulary Committee minute from meeting held 4 December 2024	ADTC Noted	
8.8	NHS Lothian ADTC minute from meeting held 6 December 2024	ADTC Noted	
9.	<b>AOCB</b>		
9.1	ADTC discussed the missing dimension of Health Inequalities Impact Assessment for the clinical documents coming for approval. There is variability and we need to ensure that people get the treatment they need.	HIIA included with future ADTC papers for approval	
<b>Date and time of next meeting: Wednesday 28 May 2025 at 12:30pm via Microsoft Teams.</b>			
<b>Items expected for future Agendas –</b> JUNE 2025 - Guidance for the Management of Elective Alcohol Detoxification Admissions to Huntlyburn Ward; Dr Rosemary Gordon.			

JUNE 2025 – or by email before – PCA Guidance; Dr Shona Smith.

NHS Borders Guideline on NHS Care and Private Treatment (Dr Rebecca Devine/Dr Sohail Bhatti) – for approval.

**Matters Arising expected: -**

Local Anaesthetic Toxicity Protocol update (not approved JAN ADTC; AM); Treatment Pathway for Ritlecitinib (Litfulo®) in Severe Alopecia Areata from NHS Borders Dermatology Department (not approved Sept 2024 ADTC); Position statement on antipsychotic monitoring which will be an appendix in the Antipsychotic and Lithium Monitoring Protocol (update not approved Sept 2024 ADTC)