 Iechyd Cyhoeddus Cymru Public Health Wales	Name of Meeting
	Quality, Safety and Improvement Committee
	Date of Meeting
	16 September 2024
	Agenda item:
	4.4

Medicines Management in PHW: Summary of latest position

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Approval/Scrutiny route:	Dr Fu-Meng Khaw, National Director of Health Protection and Screening Services, Executive Medical Director
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Purpose
To update the Quality, Safety and Improvement Committee on the latest position with respect to Medicines Management for Public Health Wales

Recommendation:				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>

The Committee is asked to:

- Take **assurance** on the progress of actions to strengthen governance around Medicines Management within the organisation.
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Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

Strategic Priority/Well-being Objective	5 - Protecting the public from infection and environmental threats to health
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Summary impact analysis

Equality and Health Impact Assessment	An equality impact assessment was undertaken as part of the initial Medicines Management Policy development.
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Risk and Assurance	The information presented in this report does not relate to the Board Assurance Framework (BAF), Corporate Risk Register (CRR) or the Directorate Risk Register.
Health and Care Standards	This report supports and/or takes into account the Health and Care Standards for NHS Wales Quality Themes Theme 2 - Safe Care Choose an item. Choose an item.
Financial implications	There are no financial implications
People implications	There are no people implications

1. Purpose / situation

To update the Quality, Safety and Improvement Committee on the latest position with respect to Medicines Management for Public Health Wales.

2. Background

Public Health Wales (PHW) is required to establish, document and maintain an effective system for the safe handling, storage and administration of medicines in line with legislation and best practice.

PHW does not routinely have responsibility for administering many medicines directly so has only limited involvement in direct medicines management. Consequently, PHW does not have the wider range of clinical governance infrastructures for medicines management established within other NHS healthcare organisations.

3. Description/Assessment

Scope of the use of medicines in PHW

There are some clinical care situations that require Public Health Wales staff to supply or administer medicines to members of the public and to staff. These sit within the Screening Division of PHW.

- Tropicamide eye drops in Diabetic Eye Screening Wales (DESW), administered under a medicines management protocol
- Local Anaesthetic for breast biopsy in Breast Test Wales (BTW) administered under a Patient Group Direction (PGD)
- Holding of Adrenaline in BTW clinics in case of anaphylaxis.

The PGD and protocol processes are currently managed within the screening programmes.

- The PGDs for BTW are drawn up by a multidisciplinary group involving a doctor, pharmacist and senior radiographer as a representative of the professional group expected to administer the medicine under the PGD. They are currently developed in conjunction with local Health Board pharmacies and signed off by senior pharmacists, clinical leads in the screening programme and a senior representative of PHW, usually the Executive Medical Director. The process in the new PHW Medicines Management policy means that, as they are updated, these will all be developed in conjunction with Cardiff and Vale UHB pharmacy under the SLA described below. They will all be signed off by the Director of Pharmacy in Cardiff and Vale UHB and the PHW Executive Medical Director.
- The Tropicamide eye drops used in DESW do not require a PGD because of special circumstances for diabetic eye screening that were agreed by the MHRA. These are administered under the guidance of a protocol that is signed off by the Clinical Lead for DESW (a consultant Ophthalmologist), the Executive Director for Nursing and the Executive Medical Director.

Microbiologists in Infection Services do prescribe and administer medicines and are PHW employees. However, this prescribing is done for the Health Boards and covered by honorary contracts, working under their Health Board Medicines Management policies and procedures.

The Vaccine Preventable Disease programme in Health Protection (VPDP) no longer write PGDs. LHBs either adopt templates from UKHSA, or Wales specific PGDs are developed by the Welsh Medicines Advice Service (WMAS) where required. There is a process through the Vaccine Clinical Advisory Group (VCAG) for reviewing and approving these, with Pharmacy sign off coming from WMAS, Nursing review and sign off through VPDP and Medical review from a clinician on VCAG. The templates are provided for Health Boards or NHS organisations to review, authorise and sign off locally according to their policies and governance procedures.

Health Protection advise on chemoprophylaxis and treatment as part of their AWARE work but the responsibility for prescribing and administering sits with the clinicians outside of PHW.



Responsibilities

The PHW Chief Executive has overall responsibility for Medicines Management in Public Health Wales. This is delegated to the Executive Medical Director who is the Board Lead for Medicines Management, and the Office of the Medical Director (OMD) plays a key role in ensuring effective clinical governance in this important area.

PHW has a Service Level Agreement (SLA) with the Pharmacy department in Cardiff and Vale University Health Board (CAVUHB). The SLA includes advice and support around policy development, review and authorisation of PGDs/protocols, advice on purchasing and supply and support with competency training for relevant staff. They will also contribute to investigation and management of incidents which might include drug errors and near misses. The SLA with CAVUHB was largely established to support the staff flu vaccination programme delivered by PHW, but this is now externally delivered. The SLA is currently being refreshed to reflect updated requirements.

DESW and BTW have local arrangements in place for the management of the medicines in use including storage, training, audit and PGDs/protocols as described above.

Medicines Management Policy

The PHW Medicines Management Policy was written jointly between the Quality Nursing and Allied Health Professions and OMD teams and approved by the QSIC in December 2023.

A Task and Finish Group has been set up, led through the OMD, to look at implementation of the policy. One of the tasks for the groups is to look at what ongoing governance structures for Medicines Management could look like, including the consideration of establishing a formal Medicines Management Group for PHW.

Next Steps





- Continue with the Medicines Management Policy Implementation Task and Finish group and actions leading from it. Actions include:
 - Baseline current practice and structures
 - Ensure honorary contracts in place for relevant colleagues in Infection Services
 - Engage with CAVUHB pharmacy team ongoing support
 - Review the policy to ensure that it meets our requirements
- Through the Task and Finish group, scope the possibility of a PHW Medicines Management group, led through the OMD. This could meet regularly and provide over-arching governance for the ordering, storage, dispensing and administration of medicines, to ensure the highest standards of medicines management and minimise risks associated with use of medicines.



- Consider nominating OMD Clinical Governance Lead as PHW Medicines Safety officer.
- Establish links with national networks such as the National Medicines Safety Officer network.

3.1 Well-being of Future Generations (Wales) Act 2015

The progress outlined above has been completed with due consideration of the five ways of working, as defined within the sustainable development principle in the Act, in the following ways:

Hirdymor		Long Term	<i>Even though PHW has limited direct use of medicines, robust governance processes need to be in place to ensure ongoing assurance.</i>
Atal		Prevention	<i>Prevention of incidents, learning lessons and minimising risk is important for delivering excellent services</i>
Integreiddio		Integration	<i>Effective and efficient Medicines Management, with the aim of delivering safe services and providing assurance of such at the appropriate level, requires the integration of audit and other processes into routine working and the incorporation of medicines management into existing quality and assurance structures</i>
Cydweithio		Collaboration	<i>Effective Medicines Management and robust governance requires collaboration between those involved in all stages of the medicines management process from procurement to administration, the OMD and CAVUHB pharmacy team</i>
Cynnwys		Involvement	<i>The Task and Finish group described includes colleagues from across PHW including those involved in direct service delivery and enablers, and includes CAVUHB pharmacy</i>



4. Recommendation

The Committee is asked to:

- Take **assurance** on the progress of actions described within this paper around the description and strengthening of governance arrangements for Medicines Management within PHW.