



## **Medicines Administration – Operating Framework**

### **Covid- 19 Preparedness - March 2020**

The Association of Pharmacy Technicians United Kingdom (APTUK) leads, advocates, and represents the Pharmacy Technician profession for the benefit of patients, the public and their members.

APTUK provide advice, information and support to members; championing and safeguarding the Pharmacy Technician profession.

#### **Background**

In the majority of hospitals and increasingly in primary care, pharmacy technicians work in medicines management/medicines optimisation roles and are seen as an integral part of the multidisciplinary team. The idea of extending the pharmacy technician role to include aspects of medicines administration recognises the application of professional underpinning knowledge gained from initial and post qualification education and training (principles of biology, microbiology, physiology and chemistry; pharmacological principles that apply to the use of medicines in relation to disease processes and the treatment of identified clinical conditions; adverse drug reactions and interactions) and the transferable skills developed in practice (accuracy checking; medicines reconciliation and discharge processing; optimising medicines and patient education to support adherence).

Through organisational pilots and research, pharmacy technician administration of medicines has demonstrated improvements in medication safety, reducing risk for patients, reducing waste and releasing nursing time to care. Medicines administration is not a 'technical' task and requires detailed knowledge of the patient, it is vital that nurses, pharmacists and pharmacy technicians work together to bring about successful patient centred care.

Before undertaking the medicines administration role pharmacy technicians must discuss the role and accountability with their Chief Pharmacist or designated deputy. A discussion defining the scope of practice must be mutually agreed. Pharmacy technicians must always adhere to regulatory professional standards and appropriate professional guidance (RPS RCN Professional Guidance on the Administration of Medicines in Healthcare Settings endorsed by APTUK).

Where time and service configuration permits, APTUK strongly recommend that pharmacy technicians undertake a robust educational programme such as the example provided by Lancashire Teaching Hospitals NHS Foundation Trust. However, due to the current unprecedented covid-19 pandemic requiring rapid re-deployment to ensure patient safety and services are maintained, it is recognised that an accelerated route to train and assess a minimum competency to perform this role may be needed. Ultimately, this decision will be made by the Chief Pharmacist. The following principles have been prepared to aid decision making if a robust educational programme is not achievable.

\*this may include those on the GPhC Temporary register



## Principles

Principles to support rapid mobilisation of pharmacy technicians to perform Medicines Administration.

## Entry Criteria

APTUK recommend that the role of medicines administration is carried out by \*pharmacy technicians who have successfully undertaken a nationally recognised (or equivalent)

- Final accuracy checking of dispensed items programme
- Medicines optimisation/management training programme and
- completed a calculations programme such as the CPPE Dispensary-based calculations for Pharmacy Technicians, CPPE Clinical calculations for Pharmacy professional training programme/HEE Introduction to: Medicines Calculations workbook.

## Supervision

A model of remote supervision must be adhered to. This must be agreed between the pharmacy technician and the person with clinical responsibility on the ward at the time of performing medicine administration. This must include escalation and referral processes.

## Scope of Practice

APTUK encourages pharmacy technicians to follow the scope practice described below if there is not a standard operating procedure or scope of practice defined in the local practice area.

Pharmacy technician administration of the following medication types:

- Oral Medication
- Eye Medication
- Nasal Medication
- Inhaled Medication
- Nebulised Medications
- Topical Medications
- Transdermal Medications

## Governance

Pharmacy technicians must receive training on accountability, liability and documentation. A log of medicines administered should be recorded and this log should be retained by the pharmacy technician. An example is provided in appendix 7 in the training programme provided by Lancashire Teaching Hospitals NHS Trust.

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On behalf of the Board of Association of Pharmacy Technicians UK

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