



Ref: FOIA Reference 2023/24-099

Date: 12th July 2023

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 18th May 2023 requesting information under the Freedom of Information Act (2000) regarding self-administration

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Q1 Self-administration of medication policies

1. Does your hospital have a self-administration of medication policy? Y/N if yes:

- a) Does it enable all people with Parkinson's admitted to the hospital to be assessed to administer their own medication should they wish to do so?**
- b) Does your hospital have the necessary resources (e.g. lockable cupboards, staff training) to enact the self-administration of medication policy?**
- c) How many inpatient wards/departments is the self-administration of medication policy operational in out of the total number of inpatient wards/departments?**

A1 UHNM NHS Trust does not have a self-administration of medication policy.

Q2 Training

2. Do you require inpatient hospital ward clinical staff who prescribe or administer medicine to complete training on medication management in Parkinson's? Y/N If yes:

- a) Is this training mandatory for staff who prescribe or administer medicine?**
- b) Please specify the name of this training and course provider?**
- c) What percentage of staff who prescribe or administer medicine have completed this training?**
- d) Which types of clinician are required to complete this training?**

e) How often do you require staff who prescribe or administer medicine to repeat this training?

A2 UHNM NHS Trust does not require clinical staff to specifically complete training on medication management on Parkinson's, but it does require nursing & pharmacy staff to complete a suite of three medicines management online learning packages every 3 years which cover – administration of medicines, controlled drugs and storage of medicines. . This is mandatory training.

Compliance data for Medicines Optimisation training at 30/06/2023.

Medicines Optimisation - Administration	87.54%
Medicines Optimisation - Controlled Drugs	86.93%
Medicines Optimisation - Storage	88.11%

New / newly qualified nurses and pharmacy staff also attend medicines safety induction face to face training which covers timely administration of critical medication including medication to treat Parkinson's Disease.

There is annual Trust induction for junior doctors for medicines management where Parkinsons meds are referred to as critical medicines but no specific PD training

Q3 Do you require inpatient hospital ward clinical staff to complete training on time critical or time sensitive medications (including Parkinson's medication)? Y/N, if yes:

- a) Is this training mandatory for staff who prescribe or administer medicine?**
- b) Please specify the name of this training and course provider?**
- c) What percentage of staff who prescribe or administer medicine have completed this training?**
- d) Which types of clinician are required to complete this training?**
- e) How often do you require staff who prescribe or administer medicine to repeat this training?**

A3 UHNM NHS Trust does not require clinical staff to specifically complete training on medication management on Parkinson's, but it does require nursing & pharmacy staff to complete a suite of three medicines management online learning packages every 3 years which cover – administration of medicines, controlled drugs and storage of medicines. This is mandatory training.

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Q4 E-prescribing

4. Does your hospital have e-prescribing? Y/N

- a) Does it have the functionality to record when medication was administered in 30 minute intervals over a 24 hour period?
- b) Does it have the functionality to alert hospital ward staff when a patient's medication is due to be administered?
- c) Does it have the functionality to alert hospital ward staff when a patient's medication is late in being administered?
- d) Does your hospital have an electronic alert system to identify patients requiring time critical medication? If yes, please list the health conditions included as requiring time critical medication?
- e) Does your hospital use an e-prescribing system to regularly run reports of delayed medication doses and 'drugs not available' for Parkinson's medication?

A4 UHNM NHS Trust does not currently have e-prescribing apart from the use of the MedOncology® prescribing of systemic anticancer therapy (SACT) in oncology and haematology specialties

Q5 Other

5. Are Parkinson's medications available to clinical staff 24 hours a day, seven days a week? (e.g. this medication is stocked in an emergency medicines cabinet)

A5 Wards that routinely admit patients with Parkinson's disease hold commonly used Parkinson's medication as ward stock. E.g. Emergency Departments.

Other areas or less commonly used Parkinsons medication can be obtained urgently via the ward pharmacist or pharmacy technician in most clinical areas Monday to Friday 9am – 5pm. The item is then supplied as priority via the following departments:

- Royal Stoke Site inpatient dispensary (opening times: Monday – Sunday 9am-5pm).
- County Hospital Site inpatient dispensary (opening times: Monday – Friday 9am-5pm and Sat-Sun -10am-2pm).
- Pharmacy satellite dispensing hubs

- Outside of normal working hours Parkinson's medication can be obtained as follows:
 - o Wards may obtain medicines stocked on other wards after consulting the critical medicines list on the hospital intranet.
 - o Parkinson's medicines are kept in Emergency Drug Cupboards on both the Royal Stoke and County Hospital sites and can be accessed by the site manager on behalf of individual wards.
 - o The on-call pharmacist can be contacted for advice, and where needed, can supply time critical medicines e.g. Parkinson's medicines.

Q6 Do you have a system in place to ensure people with Parkinson's get their medication on time while waiting to be seen in the Accident and Emergency department?

I would like you to provide this information in a Word document or Excel spreadsheet

A6 The A&E staff nurse, both at Royal Stoke & County sites, will identify patients with Parkinson's disease at point of A&E triage. Upon identification, the staff nurse will apply a yellow Parkinson's "Get it on Time" sticker onto the front page of the patient's notes (and front of the prescription chart once completed by a prescriber). This helps to highlight patients with Parkinson's to A&E staff. See link for images of these stickers here: [Get It On Time stickers \(A4\) – Parkinson's shop \(parkinsons.org.uk\)](#).

If patient is not due to be seen imminently by an A&E clinician, the A&E staff nurse will escalate the identified Parkinson's patient to an A&E clinician to ensure that all Parkinson's medicines/ critical medicines are prescribed promptly and can be administered on time. The staff nurse will review whether the patient has any of their own medication with them. Medicines for Parkinson's are available in the A&E departments in Omnicells (digital/ electronic medication cabinets).

Within Royal Stoke A&E, from Monday to Friday 9—4pm the A&E staff nurse will also contact the A&E Pharmacist to review the patient's medication and prescription chart. The A&E pharmacist will organise a supply of Parkinson's medication as required. Should a supply of additional Parkinson's medications be required that aren't held as stock within County A&E, the staff nurse will access a supply via the County Hospital in-patient dispensary in-hours, as there is no A&E pharmacist based within County A&E.

If any Parkinson's medication is unavailable in either A&E department out of hours, UHNM NHS Trust provides access to Parkinson's medicines as detailed in the answer to question 5, see above.

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,



Rachel Montinaro
Data Security and Protection Manager - Records