

Nursing Clinical Practice Standards Medication Standing Orders

HOSPITAL POLICY NO:

NCPS 061

EQuIP standards: 1.5.1: Medications are managed to ensure safe and effective practice

Legislation: Narcotic Drugs Act 1967
Pharmacists Registration Act 2001- Queensland
Drugs Misuse Act 1996
Drugs, Poisons and Controlled Substances Act 1981
Drugs, Poisons and Controlled Substances Regulations 2006.

POLICY STATEMENT

Standing order medications may be administered by a nurse providing the medication is listed on a standing order form that has been reviewed by the Visiting Medical Officer(VMO) within 12 months and the VMO signs the medication sheet within 24 hours of administration.

OUTCOME STATEMENT

St Andrew’s Hospital has clear guidelines for the management of medication standing orders which specifies who may issue a standing order, who works under a standing order and the review process for standing orders. Medications are managed in a safe and effective manner in accordance with legislation.

Definition:

A standing order is a written instruction issued by a medical practitioner or dentist, in accordance with the regulations, authorising a specified class of persons engaged in the delivery of health care to supply and administer specified medications in circumstances specified in the instruction, without a prescription. A standing order does not enable a person who is not a medical practitioner or dentist to prescribe medicines – only to supply and/or administer prescription medicines as directed.

<i>Document Title:</i> Medication Standing Orders Policy	
<i>Developed By:</i> Director of Clinical Services	
<i>Authorised By:</i> Executive Committee & Pharmacy Management Committee	
<i>Date Developed:</i> March 2000	
<i>Last Reviewed:</i> 24.04.2007	<i>Next Review Due:</i> April 2010

Who can issue standing orders at St Andrew's Hospital:

The following people are the only people able to issue a standing order for use at St Andrew's Hospital:

- A medical practitioner accredited to work at St Andrew's Hospital
- A dentist accredited to work at St Andrew's Hospital

Who can work under standing orders at St Andrew's Hospital:

Staff who are permitted to administer medicines pursuant to a standing order must be employed to work at St Andrew's Hospital on a fulltime, part time, casual or contracted agency basis, and include:

- Registered Nurses with Queensland Nursing Council
- Endorsed Enrolled Nurses with Queensland Nursing Council

The Standing Order should list:

- The medicines that may be supplied under the standing order
- The indications for which the medicines are to be administered
- The contraindications for the medicines to be administered
- The recommended dose or dose range for the medicines
- The method of administration

PROCESS

Hospital Executive and Management staff shall ensure:

- St Andrew's Hospital Medication Standing Orders form (See Appendix 1) is used by all VMOs
- Standing order forms are reviewed every 12 months.
- Standing orders are received by Executive office who then distribute copies to clinical ward managers and scan standing order and lodge on intranet.

Nursing staff shall ensure:

- Medications that are administered from a standing order must be noted as a once only drug on the medication chart where the VMO will sign it within 24 hours.
- A note must be made in the clinical pathway and variance chart with details as to the reason for administration and the patient's response to the medication.

<i>Document Title: Medication Standing Orders Policy</i>	
<i>Developed By: Director of Clinical Services</i>	
<i>Authorised By: Executive Committee & Pharmacy Management Committee</i>	
<i>Date Developed: March 2000</i>	
<i>Last Reviewed: 24.04.2007</i>	<i>Next Review Due: April 2010</i>

REFERENCES

Briggs,J. (2000), The Administration and Supply of Medications by Registered Nurses in Rural and Remote Areas, Volume 4, Issue 5, ISSN 1329-1874, 6 pages

Ministry of Health NZ, 2006, Guidelines for the Development and Operation of Standing Orders, Available online : www.moh.govt.nz , Access date: 24/04/2007

Department of Health South Australia, Model Standing Drug Orders, Available online: www.dhs.sa.gov.au/pehs , Access date: 24.04.2007

Lorne Community Hospital, (2004), Policy governing the use of standing orders, Available online, Access date: 24.04.2007

<i>Document Title: Medication Standing Orders Policy</i>	
<i>Developed By: Director of Clinical Services</i>	
<i>Authorised By: Executive Committee & Pharmacy Management Committee</i>	
<i>Date Developed: March 2000</i>	
<i>Last Reviewed: 24.04.2007</i>	<i>Next Review Due: April 2010</i>