


## ACTION CARD 1

### **Prescribing Just in Time Emergency Medicines Packs (JEMP) Out of Hours**

**Before accessing the End of Life COVID-19 Medicines Service, prescribing clinicians/ OOH service admin must set up a profile on the Hospify app.**

**Clinicians/ OOH service admin need to add Health Courier Service Wales  to their contacts. This is the central Single Point of Contact (SPOC) and is used for transmission of the digital prescription image.**

#### **Setting up a Hospify account**

1. Download the Hospify app from the application provider.
2. Set up a profile using an NHS email address.
3. Go to contacts tab. Select 'Connect with someone on Hospify'. Search for Health Courier Service Wales  and press + to add as a connection.
4. Health Courier Service Wales must accept the connection before the digital prescription image can be sent.



#### **Prescribing and supply of End of Life Medicines**

1. 111/OOH/GP has been contacted by a Healthcare professional/ family member/carer that the patient is EoL with deteriorating symptoms.
2. Clinician determines that the patient would benefit from symptomatic control with EoL medication.
3. Clinician establishes current medication patient is taking to determine which drug doses will be suitable.
4. Clinician writes a drug chart with starting dose for SC medications that are contained in the JEMP taking into consideration the current level of opioids the patient is taking, if any.
5. Clinician writes a prescription for the contents of the JEMP:
  - *Morphine sulphate injection 10mg/ml- 2.5mg to be used subcutaneously as directed. Supply 10(ten)ampoules*
  - *Midazolam injection 10mg/2ml- 2.5mg to be used subcutaneously as directed. Supply 10(ten)ampoules*
  - *Hyoscine Hydrobromide Injection 400mcg/ml- to be used as directed. Supply 5 ampoules*
  - *Levomepromazine injection 25mg/ml- to be used as directed. Supply 5 ampoules*
  - *Haloperidol injection 5mg/ml- to be used as directed. Supply 5 ampoules*
  - *Water for Injection- to be used as directed. Supply 5 ampoules*

**NB: Medication not included within the JEMP cannot be supplied via the End of Life COVID-19 Medicines Service. This is not to be used for planned replenishment/restocking. It is not possible to tailor the contents of the JEMP as they are prepared in advance.**

**There is the possibility of medicine shortages in the future, thus the content of the pre-packed JEMPs may change. Please check the AWTTTC website for up to date details of the required Rx detail. <http://www.awttc.org/covid-19-eol-medicines-service>**

6. The prescribing clinician sends a digital image\* of the **correct prescription** to the SPOC (contact is Health Courier Service  ) via the Hospify app. If this is not possible, the OOH shift lead can transfer the image via Hospify on behalf of the clinician or the image can be emailed to [NWSSP\\_HCSControlHub@wales.nhs.uk](mailto:NWSSP_HCSControlHub@wales.nhs.uk)

\* (can be photo of actual prescription/ screenshot of Adastra screen if working remotely)

7. The prescribing clinician/ OOH service will then contact the Single Point of Access Hub (SPOC) by calling 0300 123 4092 (choose Option 3 between 2200 hrs – 0800 hrs).

They will identify themselves with the agreed statement:

“Please can I request a delivery from the End-of-Life C19 service”

8. The prescribing clinician/ OOH service will inform the SPOC of the details of the prescription including:
  - Name of patient
  - Address of patient including POSTCODE
  - DOB of patient
9. The SPOC will inform the clinician/ OOH service of an indicative time to expect delivery of the medication.
10. Clinician/ OOH service will convey the expected time of delivery to the patient's representative and note this in the consultation record.
11. The patient's representative will be instructed to collect the prescription and the chart from an OOH centre closest to them/ or all paperwork will be left with the patient.
12. If the patient's representative is unable to collect the prescription, the HSCW courier can be instructed where to collect it after the JEMP has been delivered to the patient's home.
13. The patient's representative will be instructed **NOT** to take the prescription to a Community Pharmacy for dispensing but to wait for the delivery and hand the prescription to the driver on receipt of the medication.
14. If the patient already has Community nursing input, they will be contacted to attend the patient to administer the medication. If not, clinician/ OOH service will contact the community nursing team to attend the patient or arrange a GP home visit.
15. If the medication is to be administered by a community nurse, the case will be closed. If the medication is to be administered by an OOH GP, the case will be sent to dispatch and the case will be closed by the attending GP.

**This process can be used in hours only after the normal supply route (via community pharmacy/ GP hubs) is not available / community stocks have been exhausted.**