

# THE **New Foscote** HOSPITAL

## Management of Controlled Drugs

Presented At CDLIN Meeting - Tuesday 22<sup>nd</sup> September 2020

Presented By:

Alexander Zarneh - PhD – Director of Governance  
&  
Joanne Anderson-Scade – Director of Nursing

Contributors:

Professor Kaveh Shakib - Consultant Oral & Maxillofacial Surgeon  
PhD, FRCS(OMFS), MRCS(Eng), FDSRCS(Eng), MBBS, BDS.

Natalie Balmain – Chief Operating Officer  
Graham Allen - Procurement Manager

# THE **New Foscote** HOSPITAL

## Background Information

- *The New Foscote Hospital was acquired in April 2019 by Professor Kaveh Shakib - Consultant Oral & Maxillofacial Surgeon*
- *Following its acquisition, £2.5M has been invested in the hospital to ensure it meets up to date and modern and safe health care delivery requirements.*
- *The New Foscote Hospital is a private hospital facility in Banbury, Oxfordshire, which can accommodate up to 22 inpatient beds, 4 outpatient rooms, a fully equipped operating theatre, Physiotherapy suite, One Endoscopy room, one Radiology X-Ray Room including one dedicated Ultrasound Imaging room.*






## Regulated Activities

*The hospital is registered with Care Quality Commission (CQC) to deliver the following regulated activities:*

- 1. Treatment of Diseases, Disorder or Injury*
- 2. Diagnostic and screening procedures*
- 3. Surgical Procedures*
- 4. Family Planning Services*

# THE **New Foscote** HOSPITAL

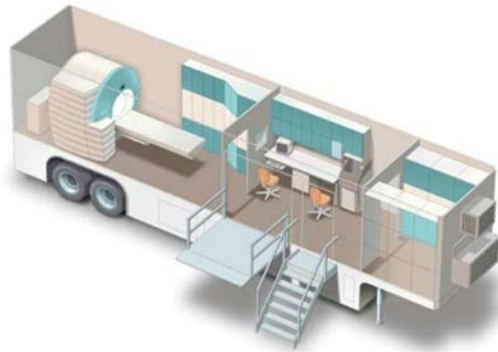
*Care Quality Commission (CQC) at its last inspection rated the hospitals as:*

-  Safe  
The service is performing well and meeting our expectations.
-  Caring  
The service is performing well and meeting our expectations.
-  Responsive  
The service is performing well and meeting our expectations.
-  Effective  
The service is performing well and meeting our expectations.
-  Well Led  
The service is performing well and meeting our expectations.

# THE **New Foscote** HOSPITAL

## New Services Introduced

- Weekly visit of MRI Van



- Collaboration with Oxford University Hospitals
- Greenlight laser for Prostate Cancer Treatment



- *Children Services 4-17 has been approved by Care Quality Commission*

## Back to Work – COVID-19

- *As a result of COVID-19, the hospital has been selected by Oxford University Hospitals as a Hub and is used for enabling reduction of NHS waiting lists.*
- *Rest of the capacity is used to meet the demands of private patients.*
- *Whilst the hospital is COVID swabbing pre surgery patients, this is done in a separate facility and using separate patient Pathway.*
- *The main hospital site, therefore, stays a green site.*

## Management of Controlled Drugs

- *The hospital has robust operational policies for management of CDs.*

Policy Number	PH - CD01	
Version	1.0	
Owner	Director of Nursing	
Approved By	Alex Zarneh – Director of Governance	Date Approved: 04.08.2020
	Natalie Balmain – Chief Operating Officer Professor Kaveh Shakib – Medical Director	Date Approved:04.08.2020
Ratified By	Medical Advisory Committee (MAC)	Date Ratified: Pending
Review Date	July 2022	

THE **New Foscote** HOSPITAL

Management of Controlled Drugs Policy and Procedures



# Management of Controlled Drugs Policy and Procedures

Table of Contents

[Roles and Responsibilities](#)

[Accountable officer](#)

[Responsibility and Access of The CD Cupboard on The Ward](#)

[Responsibility and Access of The CD Cupboard Key in Theatre](#)

[The Witness for the Destruction of Controlled Drugs](#)

[Management of CD's Received and Receipt into Departments](#)

[Storage of Controlled Drugs](#)

[Administration of Patient's Own Drugs \(PODs\) and TTO  
supplies](#)

[Stock Balance of Controlled Drugs In All Departments](#)

[Stock Checks Following Closure](#)

[Management of Incidents](#)

[Controlled Drugs Register](#)

[Administration and Documentation of CD's in the CDR](#)

[Pharmaceutical Waste](#)

[Destruction of CD's](#)

# THE **New Foscote** HOSPITAL

## Business During COVID-19

- *The hospital was operational for 6 weeks*
- *We only had one list per week for vascular access*
- *Continued checking of medication*
- *No staffing issues*
- *No supply issues*
- *Used same supplier*

# THE **New Foscote** HOSPITAL

## List of Controlled Drugs Used

ALFENTANYL (RAPIFEN) AMP 1mg/2ml (32045 )

DIAZEPAM 2MG TABLETS (PHA00604 )

FENTANYL (SUBLIMAZE) 500MCG/10ML AMP (PHA00803 )

FENTANYL CITRATE AMP 100mcg/2ml (873562 )

Gabapentin - 100mg (PHA00836 )

Gabapentin - 400mg (PHA00837 )

LIDOCAINE (XYLOCAINE) 1% AMP 5ml x 20 (PHA00835 )

MIDAZOLAM AMPS 1mg/ml 2ml x10 (PHA00796 )

MIDAZOLAM INJ 1MG/ML 5ML (CD) (110298 )

MORPHINE SULPHATE BP AMP 10mg/ml (109390 )

OXYCODONE SF ORAL SOLN 5MG/5ML 250ML (CD) (PHA00841 )

OXYCODONE/NALOXONE HYDROCHLORIDE (TARGINACT) 10MG/5MG M/R TABLETS (WDR00654 )

OXYNORM LIQUID 1MG/ML (OXYCODONE HYDROCHLORIDE) 250ML (CD) (PHA00840 )

REMIFENTANIL (ULTIVA) 1MG INJECTION (PDR FOR RECON) (PHA00686 )

TEMAZEPAM BP (APS) TABS 10mg (108678 )

TRAMADOL 50mg CAPS x 100 (105622 )

TRAMADOL BP (AURUM) INJ 100mg/2ml (105873 )

ZOPICLONE TABS 3.75MG (PHA00639 )

## Stock Control

- *All stock is managed by a dedicated purchasing officer who also works very closely with the local Pharmacist for ensuring that all audits and stocks are carried out on weekly basis.*
- *The CDs are kept within the operating theatres, Endoscopy and Ward areas in dedicated locked cabinets.*
- *Comprehensive records are kept.*

[List of CD received into pharmacy](#)

## Audits

- *Structured audits are carried out and a recent audit highlighted some delivery issues that had not been recorded on our Events Management System which is an incident reporting system.*
- *All reported incidents are checked on daily basis by the Director of Governance in order to ensure that Root Cause Analysis is carried out and lessons learnt shared.*



## What Happened?

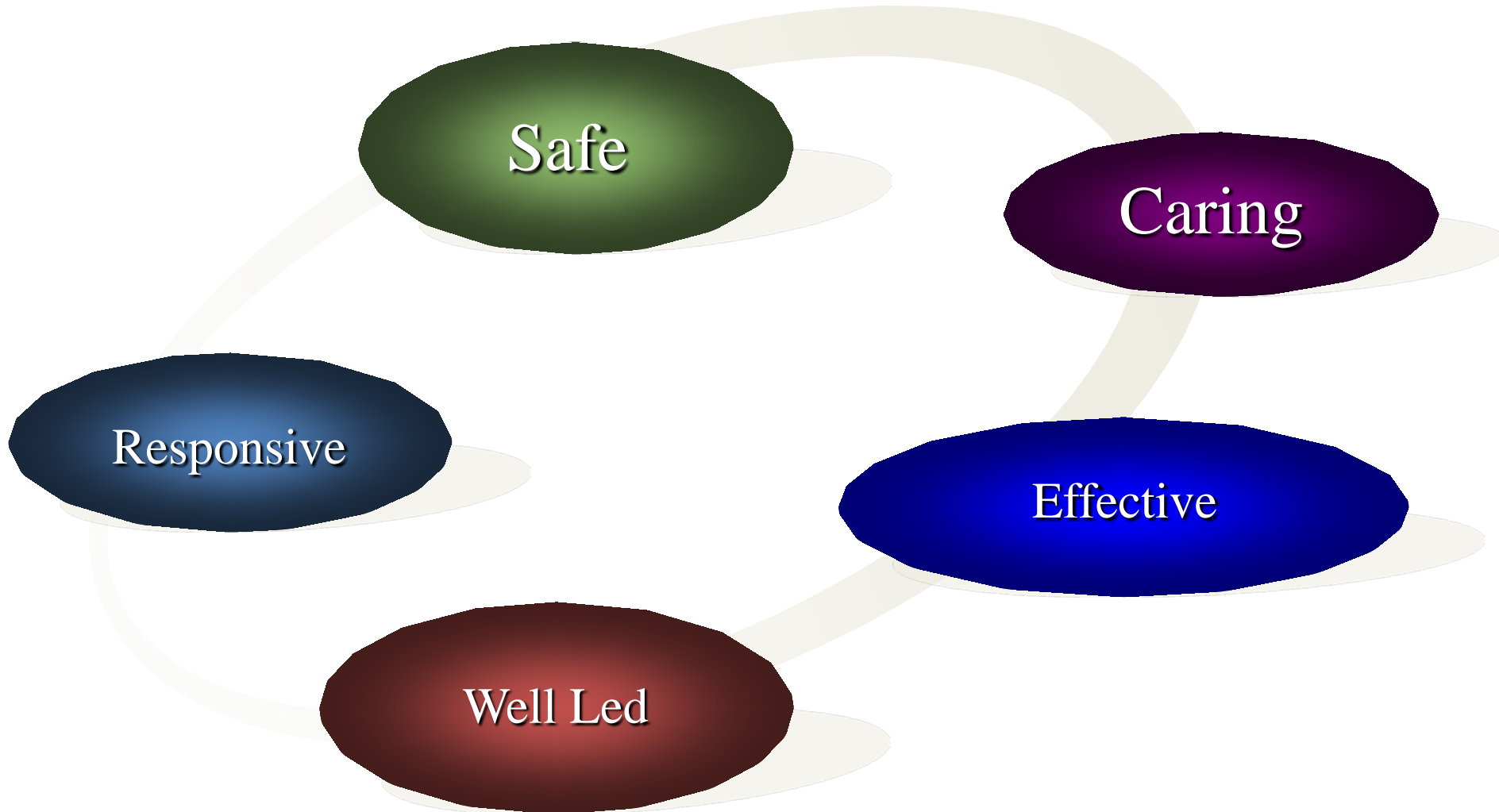
- *On receiving controlled drugs and receipting into the operating controlled drugs cupboard it was discovered that the box on movement rattled.  
010505616250004421156978642784417220831104D6W-A serial number for box*
- *On noticing that a box of Fentanyl Sulphate (5) 10ml 50mcg/ml Amp and rattled it was opened by 2 nurses and ampoules were found to be broken. The whole box was destroyed as per policy. It was reported to the supplier.*
- *Policy of the supplier is that they do not accept returns of controlled drugs.*
- *A 2nd box was reordered. No impact on patient safety.*

## Lessons Learnt

- *An audit was carried out on 04.09.20 by Alex and Director of Nursing and it was agreed that in future any such issues will be recorded as an EVENT.*
- *Director of nursing and deputy ward sister aware and also included in the policy for management of controlled drugs.*
- *This will be shared at Heads of Departments Meeting and Ward meetings.*
- *The outcome will be also be reported to the Medical Advisory Committee (MAC).*

# THE **New Foscote** HOSPITAL

I hope we have managed to demonstrate that through our operational and Governance processes, and COVID-19 phase, we offer a service which is :





THE **New Foscote** HOSPITAL

Thank You For Your Attention