

MANAGING INTERIM PRESCRIPTIONS (NON-URGENT, MID CYCLE REQUESTS) IN CARE HOMES

KEY POINTS

An interim prescription or mid-cycle request is to ensure there is enough medication **to complete the current cycle, synchronise to the 28 day cycle and to avoid waste.**

Mid-cycle requests for **unusual** quantities may be requested for the following reasons:

- To synchronise medicines to the 28 day cycle.
- For new residents.
- When a new medication is prescribed for the first time, including from hospital or a community provider.
- For medicines which have been dropped, spilled or refused by the resident.
- Where additional quantities are required due to increased usage (e.g. analgesics) or dose increases.

Interim prescriptions should be requested with the next order unless urgent.

Care Home staff may request quantities of medication to complete the cycle as well as a further 28 days' supply. This will allow a supply for the next medication cycle to be prepared by the community pharmacy.

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Good Practice Guidance documents are believed to accurately reflect the literature at the time of writing. However, users should always consult the literature and take account of new developments because these may affect this guidance

TOP TIPS FOR CARE HOME STAFF

Check current stock levels of prescribed medicines including "when required" (PRN) medication, when completing the monthly order so that medicines do not run out mid-cycle.

Ensure any new medications started are synchronised with the current cycle, e.g. if a new regular medication is started on day 13, then 15 days' supply should be requested, to ensure it is in line with current cycle.

When any medication changes are made, suggest implementing the change at the **next cycle** rather than during a cycle, if the change is not urgent.

Any medication which runs out at different times should be synchronised and appropriate quantities **ordered with the next order** to align the prescription for the next cycle.

Prescriptions may change when a resident is discharged from hospital or is seen by an out of hours GP.

Communicate any changes to medication to the GP and to the regular community pharmacy.

Useful contacts



East and North
Hertfordshire

Clinical Commissioning Group

East and North Hertfordshire CCG Care Home Pharmacy Team
Tel: (01707) 685000 or email: ENHCCG.vanguardpharmacists@nhs.net

The supplying pharmacy will not be aware that an interim medication is requested. If a prescription is sent electronically, the pharmacy will need to be informed.

It is important to continue to follow existing processes already set up with your usual pharmacy to inform them of interim prescriptions.

New residents should have their medications synchronised as soon as possible and a process agreed with the GP practice.

TOP TIPS FOR GP / PRACTICE STAFF

When a medication review is conducted, if the change is **not urgent**, consider implementing it at the **next cycle** rather than during the cycle.

Ensure any new medications started are synchronised with the current cycle e.g. if a new regular medication is started on day 13, then 15 days' supply should be prescribed, so it is in line with the current cycle and to avoid waste.

Interim prescriptions should be requested with the next order unless urgent. Prescriptions should be issued for the amount requested **and** the next cycle **either as two prescriptions or as one prescription.**

For example: If extra 8 tablets are required to synchronise the medications, this should be issued as either:

- **two** separate prescriptions - for 8 and 28 tablets
- or **one** prescription - for 36 tablets. **In this case, repeat template should then be set up for 28 day supply.**

Checks must be made to ensure the **correct nominated community pharmacy** is listed for each resident, especially those new to the home, who may have had a previous nomination.

If any concerns, please contact the care home pharmacy team for further support.

TOP TIPS FOR COMMUNITY PHARMACY STAFF

Ensure a process is in place for care home staff to notify the pharmacy when interim prescriptions are requested.

It is good practice for interim prescriptions to be dispensed by the usual pharmacy. This allows checks to be made by the dispensing pharmacy against current medication for any interactions.

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