



Freedom of Information Team
De La Court House
Queen Alexandra Hospital
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Name:
Email:
Date: 15/06/2023
Ref: 23-24 103

Dear

RE: Freedom of Information request

Thank you for your request for information under the Freedom of Information Act 2000, which was received by the Trust on 18/05/2023. Please see responses to your requests below.

Under Freedom of Information Act, I would like to request the following information:

Self-administration of medication policies

1. **Does your hospital have a self-administration of medication policy? Yes.**
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?**
Yes, in line with policy. Specific section stating that the timing of medication in Parkinson's disease is crucial.
 - b) **Does your hospital have the necessary resources (e.g. lockable cupboards, staff training) to enact the self-administration of medication policy?**
Yes, lockable cupboards are available but not accessible in all areas for self-administration.
 - c) **How many inpatient wards/departments is the self-administration of medication policy operational in out of the total number of inpatient wards/departments?**
The self-administration of the medication policy can be followed on any ward area that has access to accessible lockers.

Training

2. **Do you require inpatient hospital ward clinical staff who prescribe or administer medicine to complete training on medication management in Parkinson's?**
Yes, medication safety training is undertaken and includes Parkinson's medication as an essential medicine provided as preceptorship training. Medication Safety days available for all registered staff.

If yes:

- a) **Is this training mandatory for staff who prescribe or administer medicine?**
No.
- b) **Please specify the name of this training and course provider?**
Medication safety training.
- c) **What percentage of staff who prescribe or administer medicine have completed this training?**
Not applicable, This is not recorded as its not a mandatory requirement training.
- d) **Which types of clinicians are required to complete this training?**
Preceptorship trainees, FY1 doctors, international nurses and all registered staff can book on to Medication Safety Day.
- e) **How often do you require staff who prescribe or administer medicine to repeat this training?**
Staff are offered training and learning opportunities, but this not mandatory requirement.

3. **Do you require inpatient hospital ward clinical staff to complete training on time critical or time sensitive medications (including Parkinson's medication)? Y/N,**
Same as above please see answer in question 2a –2e.

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 clinicians are required to complete this training?**
- e) **How often do you require staff who prescribe or administer medicine to repeat this training?**

E-prescribing

4. **Does your hospital have e-prescribing? Y/N**
Yes.
- a) **Does it have the functionality to record when medication was administered in 30-minute intervals over a 24 hour period?**
Yes.
 - b) **Does it have the functionality to alert hospital ward staff when a patient's medication is due to be administered?**
Yes.
 - c) **Does it have the functionality to alert hospital ward staff when a patient's medication is late in being administered?**
Yes.
 - 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?**
No.
 - 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?**
Yes.

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)**
Yes.

6. 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?

Yes.

Please accept this letter as completion of your request. Please note that copies of this request will be held on file for three years before being confidentially destroyed.

If you are dissatisfied with the outcome of your request, please contact our Head of Information Governance on Information.Governance@porthosp.nhs.uk or write to the above address and we will conduct an internal review. Upon review, if you are still dissatisfied, you may appeal our decision by contacting the Information Commissioner's Office; for more information, please visit the [ICO's website](#).

Please be aware, if we do not receive an appeal within 30 days of you receiving this letter, we will assume that you are satisfied with our response. If you have any further queries, please do not hesitate to contact us.

Yours sincerely

Freedom of Information Team