

Local agreement and Procedure for single nurse administration of morphine sulphate 10mg/5ml solution to adult patients at Nottingham University Hospitals

Background

Currently the NUH Medicines Policy (CLMM012 controlled drugs) requires that morphine sulphate 10mg/5ml solution is treated as a controlled drug with regard to its prescribing, ordering, storage and register requirements, even though this is not legally required. It is therefore necessary at NUH for 2 nurses to record and administer all doses of morphine sulphate 10mg/5ml.

A procedure has been in place at City campus for 3 years which has permitted single nurse administration of this strength of morphine sulphate liquid. This has the advantage of facilitating timely administration of morphine to patients in pain, and may prevent inappropriate overuse of other weaker opiates such as tramadol which may be administered in preference as they only require a single nurse to administer.

This procedure refers only to the use of oral morphine solution 10mg/5ml (higher concentrations remain subject to the standard procedures for controlled drugs).

Eligible patients

This procedure applies to adult patients over the age of 16 years who are inpatients at NUH Trust

Eligible staff

Oral morphine solution 10mg/5ml may be administered by any health care professional who is employed by NUH Trust and is authorised to administer prescribed Prescription Only Medicines. This includes locum and agency staff. See Medicines Code of Practice CLMM008 (Administration) for full details of who may administer

This procedure allows for Oral Morphine Solution 10mg/5ml to be kept in the medicines trolley and administered by a single nurse. Each dose still has to be accounted for in a dedicated register kept with the bottle currently in use. If there is

more than one medicine trolley on a ward, each will have its own bottle of oral morphine solution and register.

In areas that do not have medicines trolleys, the oral morphine solution bottle must be kept in a locked cupboard with the other oral Prescription Only Medicines along with its register (see 4).

Open bottles of morphine sulphate solution being used for single nurse administration must NOT be kept in the Controlled Drug (CD) cupboard, as all administration from the CD cupboard must be checked by two nurses.

If there are problems with single nurse admin such as lots of errors, problems with reconciling amounts etc., the ward would default back to the NUH policy of 2 nurse checks

Drugs

Oral morphine solution 10mg/5ml (100ml bottles only)

Procedure

1. The oral morphine solution will be ordered, supplied, transported and received according to the Trust policy for the supply of controlled drugs (CDs). See chapter CLMM012 of the Code of Practice
2. The bottles received from pharmacy must be recorded in the CD register and stored in the CD cupboard.
3. As each new bottle is required for the medicines trolley or regular drug cupboard, it must be checked out of the CD register by two nurses and recorded as a transfer from the CD cupboard and subsequently stored in the medicines trolley or medicine cupboard. This transfer must also be recorded in the Ward Administration Record, Oral Morphine Solution 10mg in 5ml register in (see 4).
4. Each ward will have a dedicated register for each medicine trolley or medicine cupboard ("Oral morphine solution administration record" available to order from Pharmacy) to record details of the issue of Oral Morphine Solution. The following details must be recorded for each dose: date, time, patient's name and hospital number, dose and estimated remaining balance in the separate register. A sample signature list is not required in the back of this record.
5. A single nurse may administer the oral morphine solution from the bottle in the medicines trolley without the necessity for two nurses to check either the dose or the remaining stock.
6. If there is insufficient volume remaining in the bottle to provide a full dose, the remainder must be discarded appropriately by two nurses according to the Code of Practice using the Receipt, Removal and Disposal of Patients' Own and Stock Controlled Drugs from Wards and Departments form, and noted in the Ward

Administration Record, Oral Morphine Solution 10mg in 5ml register. A new bottle must be started as described in (3) and the register totals reset to 100ml.

7. The medicines trolley or cupboard must be kept locked at all times, including times when the nurse is called away from the drug dispensing round.
8. In accordance with hospital policy, volumes less than 5ml should be measured with a labelled oral syringe. Volumes greater than 5ml should be measured into a measuring pot, and further diluted with water if necessary to ensure the patient receives the full dose.

Product Integrity

Oral morphine solution 10mg/5ml must be kept at room temperature and monitored for expiry date. It must be kept in either a locked CD cupboard on receipt from pharmacy, or in a locked medicines trolley or cupboard once booked out of the ward register.

Register of administration

A dedicated dose administration record book, the Oral Morphine Solution administration record (register) is available to order from pharmacy. This must be kept along with any bottle of oral morphine solution which is currently in use for single nurse administration as described in points (3) and (4) above. Any completed registers must be kept in a safe place with other completed CD registers for two years from date of last entry.

Deviation from practice

Any health care professional administering Oral Morphine Solution still has the option to check the dose with another if they so wish.

If a minor discrepancy in stock balance is identified the ward pharmacist or dispensary must be contacted within normal pharmacy hours. The on-call pharmacist should not be contacted out of hours.

If a major discrepancy is discovered, an incident form must be completed and the ward pharmacist or dispensary contacted within normal pharmacy hours.