

## **H5R2 04 (SFHA H9) — Supervise Methadone Consumption**

### **Overview**

For this standard you need to provide methadone for consumption by individuals. It covers checking the authenticity and validity of methadone prescriptions, preparing and labelling of required doses and supervising consumption by individuals.

Users of this standard will need to ensure that practice reflects up to date information and policies.

## **Additional Information**

### **External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB7 Interventions and treatments

## Performance Criteria — What you do in your job

You must provide evidence to meet all the 20 Performance Criteria for this Unit. The Performance Criteria are grouped under headings to assist you with planning how best to meet these points.

Place the number of the piece of work where this Performance Criteria has been met in the evidence box after each criteria.

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
1	Ensure that the individual's confidentiality is maintained at all times.	
2	Check the individual's details on the prescription and confirm that they are clear and correct.	
3	Give the appropriate information to the individual.	
4	Carry out all transactions promptly and correctly.	
5	Ensure that the declaration on the prescription is completed by the individual, when applicable in accordance with government requirements.	
6	Forward the prescription for validation and preparation.	
7	Check the prescription is correctly written in respect of meeting BNF, hospital and local formulary requirements.	
8	Confirm that the prescriptions are appropriate for the individual.	
9	Refer the prescriptions to the appropriate authority if you are unsure about any aspect, you must make the appropriate annotation on the prescription.	
10	Make all referrals in a courteous manner.	
11	Confirm that prescriptions are valid and are not a forgery.	

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
12	Ensure that the medicine or product matches the prescription.	
13	Ensure that the medicine or product will remain in date for the course of treatment (as stated on the prescription) or take the appropriate action.	
14	Prepare the medicine or product using the correct equipment and process.	
15	Label the medicine or product correctly, checking it against the prescription.	
16	Ensure that the medicine or product is packed appropriately.	
17	Endorse the prescription appropriately.	
18	Complete all relevant records legibly and accurately.	
19	Follow the health, hygiene and safety procedures.	
20	Forward the prescription for checking.	

## Knowledge and Understanding — Why and how you do what you do in your job

You must provide evidence of your knowledge and understanding to meet all the 24 knowledge points for this Unit. The knowledge points are grouped under headings to assist you with planning how best to meet them.

Place the number of the piece of work where each knowledge point has been met in the 'evidence number' box after each point.

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number</b> <b>where this knowledge</b> <b>point has been met</b>
1	Legal obligations and organisational policies regarding client confidentiality.	
2	National legislation for the administration of drugs including the Medicines Act of 1968 and regulations the Misuse of Drugs Regulations 1985.	
3	What is regarded as unacceptable behaviour from an individual by your organisation.	
4	The importance of following the prescribed method, dosage and frequency and the risks if this is not done (such as failure of the medication to work, over-medication, under-medication).	
5	The information which needs to be on a medicine label and its significance.	
6	The common side effects of the medicines and the common adverse reactions related to the medications being used.	
7	How to respond to the common adverse reactions related to the medications being used.	
8	Why containers of prescribed methadone doses must not be shared by more than one individual.	
9	Why it is important to offer water to an individual after methadone consumption and to converse with them.	

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number</b> <b>where this knowledge</b> <b>point has been met</b>
10	Why you must contact the prescriber if the individual does not consume the whole dose under supervision.	
11	Why you should inform the individual in advance of the last dose on the current prescription.	
12	Why containers and stock bottles must be rinsed and their labels removed prior to disposal.	
13	The importance of keeping full and accurate records, and how to do so.	
14	Potential benefits of providing general health promotion advice when supervising methadone consumption.	
15	Why the volume of methadone dispensed should be checked by a pharmacist or designated member of staff.	
16	The importance of safe storage for methadone that is supplied for home use.	
17	Why hygiene precautions are necessary.	
18	Why prepared prescriptions must be stored in a Controlled Drugs cupboard or equivalent.	
19	Why methadone should never be given in advance of receipt of a prescription.	
20	How to check a prescriptions authenticity.	
21	When to accept a prescription that is not hand written.	
22	How to confirm the identity of an individual.	
23	How to develop a contract for methadone administration and what it should contain.	

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number  where this knowledge  point has been met</b>
24	How to provide information for individuals in a manner and pace suited to their needs and abilities.	

The candidate and assessor must only sign below when all Performance Criteria and knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's name</b>	
<b>Candidate's signature</b>	
<b>Date submitted to Assessor as complete</b>	

<b>Assessor's name</b>	
<b>Assessor's signature</b>	
<b>Date assessed complete</b>	

**Internal Verification**

To be completed in accordance with centre's internal verifier (IV) strategy.

<b>Evidence for this Unit was sampled on the following date/s</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

**Unit completion confirmed**

<b>Internal verifier's name</b>	
<b>Internal verifier's signature</b>	
<b>Date completed</b>	