

DANOS AH9 Supervise methadone consumption

This unit is about providing 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.

Name of applicant:

I confirm that I am the line manager / supervisor for the above named.

I have assessed the applicant's competence in relation to each of the numbered items listed overleaf and have placed my initials against each numbered item to indicate my satisfaction that the applicant has demonstrated the competence to which it refers (see notes below).

My assessment of the applicant's competence in this unit is based on the following (see notes below):

Name:

Signed:

Date:

Notes

You should 'sign off' the applicant's competence in relation to each of the items listed below only where you have *clear evidence* that they have demonstrated the appropriate knowledge or skills in *real life* settings. Your assessment should be based on one or more of the following: observation of the applicant's practice, your supervision of the applicant, evidence provided by an appropriate third party (such as clients / colleagues / previous supervisor/line manager). Note - completion of a training course does NOT itself provide evidence of competence in a particular area.

In some cases the applicant will not have the opportunity within their existing position to demonstrate all of the required competences. Where this is the case arrangements will need to be made for their competence to be assessed in an alternative setting (such as on placement), or, where applicable, for it to be confirmed by a supervisor / line manager from a previous post.

Establish and maintain contact with methadone prescribers and individuals

To perform to the standard you must ensure that:

1. you ensure that the individual's confidentiality is maintained at all times
2. you check the individual's details on the prescription and confirm that they are clear and correct
3. you give the appropriate information to the individual
4. you carry out all transactions promptly and correctly
5. you ensure that the declaration on the prescription is completed by the individual, when applicable in accordance with government requirements
6. you forward the prescription for validation and preparation

Dispense methadone prescriptions for individuals

To perform to the standard you must ensure that:

1. you check the prescription is correctly written in respect of meeting BNF, hospital and local formulary requirements
2. you confirm that the prescriptions are appropriate for the individual
3. you refer the prescriptions to the appropriate authority if you are unsure about any aspect, you must make the appropriate annotation on the prescription
4. you make all referrals in a courteous manner
5. you confirm that prescriptions are valid and are not a forgery

Supervise methadone consumption by individuals

To perform to the standard you must ensure that:

1. you ensure that the medicine or product matches the prescription
2. you 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
3. you prepare the medicine or product using the correct equipment and process
4. you label the medicine or product correctly, checking it against the prescription
5. you ensure that the medicine or product is packed appropriately
6. you endorse the prescription appropriately
7. you complete all relevant records legibly and accurately
8. you follow the health, hygiene and safety procedures
9. you forward the prescription for checking

Knowledge and Understanding

To perform competently in this unit, you need to know and understand:

Legislation and organisational policies and procedures

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

FDAP Drug & Alcohol Professional Certification
Workplace Assessment

Factors which influence what you do

1. 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)
2. the information which needs to be on a medicine label and its significance
3. the common side effects of the medicines and the common adverse reactions related to the medications being used
4. how to respond to the common adverse reactions related to the medications being used
5. why containers of prescribed methadone doses must not be shared by more than one individual
6. why it is important to offer water to an individual after methadone consumption and to converse with them
7. why you must contact the prescriber if the individual does not consume the whole dose under supervision
8. why you should inform the individual in advance of the last dose on the current prescription
9. why containers and stock bottles must be rinsed and their labels removed prior to disposal

Information handling

1. the importance of keeping full and accurate records, and how to do so

Services and products

1. potential benefits of providing general health promotion advice when supervising methadone consumption
2. why the volume of methadone dispensed should be checked by a pharmacist or designated member of staff
3. the importance of safe storage for methadone that is supplied for home use
4. why hygiene precautions are necessary

Good practice

1. why prepared prescriptions must be stored in a Controlled Drugs cupboard or equivalent
2. why methadone should never be given in advance of receipt of a prescription
3. how to check a prescriptions authenticity
4. when to accept a prescription that is not hand written
5. how to confirm the identity of an individual
6. how to develop a contract for methadone administration and what it should contain

Values

1. how to provide information for individuals in a manner and pace suited to their needs and abilities