

## Appendix 5 - Instructions for carers from pharmacist



This information should be included in the patient's care plan and with the medicines administration record (MAR) sheet.

- Instructions for administration must specify clearly how each medicine is to be administered.
- If possible, the prescriber should include additional instructions on directions on the prescription for community pharmacists to add to dispensing label
- Include any cautions such as temperature/types of food to avoid.

**Practical points for care staff:**

- ✓ *Before administering medication covertly the patient should be encouraged to take it in the normal way*
- ✓ *Care home staff should be aware of personal preferences for administration through the care plan*
- ✓ *In general, the medication(s) which are to be administered covertly should be mixed with the smallest volume of food or drink possible*
- ✓ *Try and add the medicine to the first mouthful of food so that the full dose is received*
- ✓ *The medication must be administered immediately after mixing it with food or drink.*
- ✓ *Consider the taste and other possible effects of the medicine, particularly if tablets are crushed or contents removed from capsules*
- ✓ *Different medicines should not be mixed together in food or drink as this cannot be quantified and also could be unsuitable to be mixed together*
- ✓ *Covert administration must be recorded on the MAR chart (e.g. sign and use a specific code if necessary)*

Name of patient			
Date of birth		Location	

Medication:	Advice from pharmacist:	Resource(s) used:	Date:	Pharmacist signature:

**Report to GP at next contact if:**

- Covert administration results in a refusal to eat or drink
- It appears that the full dose of medication has not been taken (make a note on MAR chart)
- There appears to be a deterioration in the patient's health and well being.