Appendix 4 – Covert Instructions for carers from pharmacist

NHS

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

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*
✓ *Pay particular attention to the pharmacist's advice with regards to specific instructions for how each medicine should be given, including cautions such as temperature/types of food to avoid.*
✓ *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 or an appropriate healthcare professional 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.