

## Overt instructions for carers from pharmacist

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

Overt administration is the practice of putting medication into food and drink to make it more palatable often at the request of the individual, but unlike covert administration it is not hidden or disguised. **The person MUST have capacity to consent to their medications being administered this way.**

### **Practical points for care staff:**

- ✓ *Before administering medication in an overt manner (mixed with food or drink) the patient should be encouraged to take it in the normal way.*
- ✓ *Care home staff should be aware of personal preferences for administration via the care plan.*
- ✓ *Care staff MUST advise the individual that their medication has been mixed with food or drink every time it is administered, and this should be clearly documented.*
- ✓ *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) should be mixed with the smallest volume of food or drink possible to ensure the full dose is taken.*
- ✓ *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.*
- ✓ *Administration must be recorded on the MAR chart*

Name of patient			
Date of birth		Location	

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

***Important – please note that overt administration usually involves altering medicines and this may be unlicensed (off-label) activity. By signing this form the prescriber is also authorising unlicensed (off-label) use of medication. At present this can only be done by an independent prescriber.***

Prescriber name:	
Signature:	
Date:	

### **Report to or an appropriate healthcare professional GP at next contact if:**

- Overt 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, or there is reason to doubt capacity