

**MINUTES OF THE
 DRUGS & THERAPEUTICS COMMITTEE
 Held on 19th November 2025
 in St Bedes Room B / MS Teams**

Attending

(Dr NC) Dr Naomi Collins - Hospice Palliative Care Consultant (Co-Chair)	(Dr GT-R) Dr Gaby Tamura-Rose – Medical Director (Co-Chair)
(Dr BD-S) Dr Busi Da Silva – Hospice Doctor	(MF) Maura Flint – Practice Educator
(MM) Mario Manzo – Clinical Pharmacist, Ashtons	(AR) Alex Rudkin – Director of Quality and Governance / Mins
(KH) Kevin Hobson - CNS NMP	(HS) Heather Sydall – CNS NMP
(RW) Dr Rebekkah Williams - SPR	(ZB) Dr Zoe Bennetton – Clinical Fellow

ITEM 1. Welcome	
Dr GT-R extended welcome.	

ITEM 2. Apologies for Absence	
(PH) Philomena Hutchinson – IPU Senior Nurse; (HT) Hai To - Sutton CCG Care Home Pharmacist; (FQ) Francis Quinon – IPU Clinical Lead; (Dr A A) Dr Ambreen Akhtar – Hospice Doctor; (BT) Rebecca Trower – Clinical Director/Joint CEO	

ITEM 3. Minutes of the last meeting	
Minutes of the last meeting held on 3 rd September 2025 were agreed noting the inclusion of Jill Smith in error.	

ITEM 4. Any Other Business	Action
An incident at PAH was discussed that involved a non-prescribing CNS giving advice on prescribed medication that lay outside of the prescription. Such practice is prohibited and only registered prescribers can proffer prescription advice that lies outside a prescription. Clinical practitioners can provide prescription advice but only based on the prescription. Any other advice proffered must be agreed with a registered prescriber beforehand. KH cautioned the potential added burden placed on practitioners who will need to seek prescriber advice before giving advice on prescribed medication. GTR requested KH circulate an email re-enforcing required advice and suitable reference made in relevant policy documentation. Any prescription advice provided by clinical non-prescriber that has been discussed and agreed with a prescriber should be recorded in EMIS.	KH

NMP update was last held in October 2025, involved external participants and received great feedback. The next NMP Meeting is diaried for 4 th December 2025.	
<i>KH & HS left the meeting</i>	
The IPU Medicines Management Update session was held yesterday and included review of the Ashton's Medicines Management Audit. The Community Team Medicines Management Updates sessions will be scheduled over the coming year.	MF
Requested that invitation to attend D&TC be extended to any interested HCPs on the IPU as well as the IPU Clinical Lead.	FQ

ITEM 5. Matters Arising	
Meeting with Ashtons re implementation of dispensing fees mid-contract has been held and whilst charging dispensing fees has been accepted going forward, Ashtons will consider the contractual argument.	BT/NC
IPU TTO dispensed items have been reduced from 14 days supply to 10 days supply	
Abstral audit actions that include prescribing practice and expected documentation are yet to be agreed by the medical team. NC to address.	NC
Stock list review has been commenced by Busi and a number of items have been identified for further consideration with both the IPU and MM. Busi will continue with leading the review and access stock wastage information.	BDS/MM/ FQ/NC
Proposed adjustments to the prescription chart will be discussed with FQ. Initial feeling is to remove the discretionary item facility on the prescription chart to offset the chances of duplicate prescribing should they not be crossed off when the same PRN medication is prescribed.	BDS/FQ

ITEM 6. Pharmacist Update	
MM delivered Ashton's Clinical Pharmacist report for Q2 2025 that included Pharmacy Activity Report.pdf ; St Raphaels Hospice - ABI Report Oct25.pdf ; MM Audits.pdf , St Raphael's Hospice - Water for Injection (12 months) - October 2025.xlsx ; Hospice CD Pricing - November 2025.xlsx ; Suggestions for cost effective prescribing in palliative care.pdf ; Hospice Drug Spend Analysis - Q3 2025 v2 (ANON).xlsx . Each report was considered. Prescribing errors were largely associated with not crossing out the discretionary item when prescribed as a PRN and there were three items for improvement across the medicines management audit that included vigilance over medication stock - a lactulose bottle expiry and locking away tubes of Nystaform HC; reminder over not crossing off entries of controlled drugs in the CD book (rather bracketing errors and including a footnote) and clinical acknowledgement of Liveview interventions. NC noted how the drug spend analysis and cost effective prescribing contained a lot of data that should be further reviewed at the Medical Business Meeting.	
Requested MM explore LiveView report production of dispensing fees levied to SRH	MM

ITEM 7. Update on Medication Policy Review	
No updates since the last meeting	

ITEM 8. Serious Medication Incidents	
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S:Minutes of Meetings\D&TC\2025

There have been no medication incidents reported between 3rd September 2025 and 18 th November 2025 resulting in either moderate or serious harm.	
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ITEM 9. Update on CAS / MHRA Alerts	
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All CAS/MHRA alerts are logged on our register at CAS Register.xlsx . None relevant in last two months.	
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ITEM 10. Future Dates	
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Dates for 2026 will be advised in February, May, August and November 2026	
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