

Essential Shared Care Agreement (South Staffordshire):
Cytarabine Administration in the
Community

Patient's name: DOB	
NHS Number	
Patient's address:	
Consultant	
<p>Note: Shared care agreement sets out a statement of Specialist Unit /CCN responsibilities. The agreement ensures that CCN's have sufficient information to enable them to take responsibility for administration of medication to children in the Community who may otherwise be in hospital or under the care of an acute trust. ESCA should be available whenever higher than minimal level of risk is involved (agreed by the Trust's Medicines Optimisation Committee)</p> <p>All reasonable requests will be considered however any CCN who does not wish to undertake the clinical and legal responsibility for administering Cytarabine is not obliged to do so. Acceptance of the Shared Care Guidelines should be endorsed by the medicines management team of the CCG/ Acute Trust concerned.</p> <p>The information contained in this guideline is issued on the understanding that it is the best available from the resources at our disposal at the time of issue. For further information please refer to the relevant Summary of Product Characteristics (http://www.medicines.org.uk/emc/) and NICE guidance or contact your local Specialist or Drug Information Centre.</p>	

Produced: July 2013
Review date: April 2016
Next Review April 2018

- one copy to CCN team
- one copy to the patient
- one copy to specialist unit

SHARED CARE GUIDELINES FOR Cytarabine Administration in Children

Referral criteria

- When initiation is by an acute Trust, the patient will receive supplies of Cytarabine on a hospital or community prescription form. The prescription chart shall remain with the patient.
- The patient will have an individual prescription programme defined for them and the CCN will receive a copy of this. A named key worker will have been identified on the CCN team.

Specialist service’s responsibilities

- Establish a diagnosis. Assess the patients suitability for home care, determine a clinical management plan and obtain consent from parents / carers for home care after identifying any risk.
- Prescribe patient medication dose and length of treatment. Hold medication protocol/guidelines which can be available to CCN team to include clear information in respect of monitoring requirements.
- Discuss the benefits and side effects of treatment with the patient.
- Ensure that the CCN team have agreed to administer the medication as prescribed; appropriate clinical guidelines and protocols should be provided by the prescribing specialist service.
- Inform GP that child will be receiving Cytarabine at home.
- The patient will receive supplies of medication, diluents and disposable supplies (syringes, needles etc) from the hospital for the prescribed course of treatment. **To include Cytotoxic sharps bin and spillage kit.** Parents should be advised on the safe disposal / return of equipment.

Prescription will include;

- Patient details:- name; age; DOB; weight; allergies; dose; route; diluent; treatment end date.

- **Prescribing clinician needs to clarify specific monitoring requirements, and identify responsible lead clinician.**
Patients receiving this drug must be under close medical supervision. Identify specific monitoring required.

.....

- Alert CCN if monitoring requirements change
- Have a mechanism in place to receive rapid referral of a patient from the CCN in the event of concerns in patient’s clinical condition, and to provide all other review and monitoring (other than that specifically clarified and agreed above).
- Report adverse events to the MHRA (and CCN team when appropriate)
- Training for community staff in the administration of Cytarabine will be supported by POON.(Paediatric Oncology Outreach Nurse)

CCN responsibilities

- If the CCN declines shared care he/she will notify the consultant without undue delay.

When shared care is agreed:

- Monitor the patient's overall health and well-being, but additionally:
- Report to and seek advice from the specialist on any aspect of patient care that is of concern and may affect treatment.
- Refer patient to the specialist if his or her condition deteriorates.
- Stop treatment on the advice of the specialist or immediately if an urgent need to stop treatment arises.
- Adverse drug reaction/Interaction monitoring
- Report adverse events to the specialist and serious adverse events to the MHRA.
- Inform specialist of all relevant medical information regarding the patient.
- Safe disposal of Cytotoxic Waste.
- To have completed training specific to administration on Cytarabine and be deemed as competent to administer in the community.
- Supporting information on this medicine is available at the team base

Prescriber Signature:	
Prescriber Name:	
Date:	
Expiry Date of Agreement:	

Further copies of this guideline may be obtained from:
South Staffordshire & Shropshire Healthcare Foundation NHS Trust

Contact Details for Community Childrens Nurses:

Contact	Name	Available	☎
Community Childrens Nurse	<u>Stafford</u>	9am-10pm everyday	01785 229032 Fax 01785 2340428
Community Childrens Nurse	<u>Burton</u>	9am-5pm everyday	01283 511511 Ext 2303 / 2305 Fax 01283 593142