



## **Professional Responsibility**

**All registered nurses and non medical prescribers being employees of South Staffordshire & Shropshire Healthcare NHS Foundation Trust are authorised to supply aciclovir as specified under this Patient Group direction following demonstration of the competencies below;**

### **Professional Responsibility / Competencies**

1. The registered nurse will have undertaken appropriate training in order to carry out clinical assessments of patient that requires treatment according to the indication listed in the PGD
2. Qualifications in sexual health (university modules/BASHH/in house equivalent, an introduction to sexual health is not sufficient
3. Is competent in the assessment of individuals using Fraser guidelines
4. Has undergone regular training and updating in safeguarding children and vulnerable adults
5. The nurse should be familiar with current BASHH guidelines on Herpes Simplex Virus (HSV)
6. All nurses will have received training in the management and treatment of anaphylactic shock on an annual basis
7. Each nurse will keep a record in their professional portfolio of the updates attended during every 12 month period – This information will also form part of the team's annual training plan
8. The nurse will have due regard for the NMC Code of Conduct, Scope of Professional Practice and Standards for Medicines Management (Nursing & Midwifery Council)
9. Undertaken appropriate training and possess the competencies for working under PGDs for the supply and administration of medicines  
All registered nurses details and signature must be entered onto the PGD
10. Following administration a record of the date, strength, brand and dose of the medication should be recorded in the clients records and documented in the medicine card with PGD number recorded as authorisation

**For full product information, always refer to the latest SPC (Summary of Product Characteristics).**

**If the anaphylaxis is related to a medication, please remember to report to the CSM, via a Yellow Card Report (<http://emc.medicines.org.uk>)**

<b>Supply/Administration of</b>	Aciclovir 200mg or 400mg tablets
<b>Legal Classification</b>	Prescription Only Medicine
<b>Black Triangle?</b>	No
<b>Type</b>	Tablets
<b>Storage</b>	Supplies will be available from central stock location, pre-labelled with the correct dose and quantity by the pharmacy department. Details of service user name and date of issue must be completed on the label prior to supplying to the patient. Information leaflets must be given. Any relevant documentation must be completed.
<b>Condition to be treated</b>	Genital infection with herpes simplex virus (HSV)
<b>Inclusion Criteria</b>	<ul style="list-style-type: none"> <li>• An individual diagnosed with HSV by history and visual recognition of painful genital blisters and /or ulcers</li> <li>• An individual with a positive polymerase chain reaction (PCR) test.</li> </ul>
<b>Exclusion Criteria</b>	<p><b>Personal Characteristics</b></p> <ul style="list-style-type: none"> <li>• Individuals under 13 years of age</li> <li>• Individuals under 16 years of age and not assessed as competent using Fraser guidelines</li> <li>• Individuals 16 years and over and assessed as not competent to consent using local safeguarding guidelines</li> <li>• An individual who is hypersensitive to aciclovir, any related antiviral medicines (e.g. famciclovir, valaciclovir) or any other constituent of the medicine</li> <li>• An individual who has reported 6 or more outbreaks of genital herpes within the last 12 months</li> <li>• Individual with moderate to severe renal impairment</li> <li>• Where there is a possibility of aciclovir resistant infection or failure to respond to treatment</li> <li>• An individual who is systemically unwell or has a generalized rash</li> <li>• An individual with severe local secondary infection</li> <li>• Treatment of individuals who are immunosuppressed by other treatment or disease</li> </ul>

	<p><b>Medication History</b> Interacting medicines _ see Appendix 1 of the current edition of the British National Formulary (BNF)</p> <p><u>Cautions:</u></p> <ul style="list-style-type: none"> <li>• Discuss with appropriate doctor/independent nurse prescriber any medical condition or medication for which the nurse is unsure/uncertain</li> <li>• If individual is under 13 years of age, follow local safeguarding policy</li> </ul>
<b>Action if excluded or patient declines</b>	<ul style="list-style-type: none"> <li>• Refer to appropriate doctor/independent nurse prescriber</li> <li>• Discuss with appropriate doctor/independent nurse prescriber any condition or medication of which the nurse is unsure/uncertain</li> <li>• Make individual aware of the benefits of treatment</li> <li>• Refer to appropriate doctor/independent nurse prescriber</li> <li>• Record refusal in clinical record</li> </ul>
<b>Reasons for seeking further advice from doctor</b>	<ul style="list-style-type: none"> <li>• Discuss with appropriate doctor/independent nurse prescriber any medical condition or medication of which the nurse is unsure</li> <li>• Should the patient meet any of the exclusion criteria</li> </ul>
<b>Administration Route</b>	Oral
<b>Dose</b>	Aciclovir 200mg or 400mg tablets
<b>Administration Schedule</b>	<p>200mg five times a day for five days Or 400mg three times a day for five days</p> <p><u>Quantity to be Supplied:</u></p> <p>200mg 25 tablet pack or 400mg 15 tablet pack</p>
<b>Warnings/Adverse Reactions</b>	<p>This list may not represent all reported side effects of this medicine.</p> <ul style="list-style-type: none"> <li>• Refer to current Summary of Product Characteristics (SPC) of relevant product and current British National Formulary (BNF) for full</li> </ul>

	<p>list and further information.</p> <p><b>Common side effects</b></p> <ul style="list-style-type: none"> <li>• Dizziness and headache</li> <li>• Gastrointestinal disturbances (nausea/vomiting and diarrhoea)</li> <li>• Abdominal pain</li> <li>• Dry skin and itching</li> <li>• Sensitivity to sunlight or artificial light e.g. sun beds</li> </ul> <p><b>Rare/Very rare</b></p> <ul style="list-style-type: none"> <li>• Hair loss</li> <li>• Stevens-Johnson syndrome</li> </ul> <p>In the event of untoward or unexpected adverse reactions:</p> <ul style="list-style-type: none"> <li>• If necessary seek appropriate emergency advice and assistance</li> <li>• Document in the individual's clinical record and inform appropriate doctor/independent nurse prescriber</li> <li>• Complete incident procedure if adverse reaction is severe (refer to local organisational policy)</li> <li>• Use yellow card system to report serious adverse drug reactions directly to the Medicines and Healthcare products Regulatory Agency (MHRA). Yellow cards are available in the back of the BNF or obtained via Freephone 0808 100 3352 or online at <a href="http://www.yellowcard.mhra.gov.uk">www.yellowcard.mhra.gov.uk</a>.</li> </ul> <p>The public can report adverse effects directly to the MHRA via the yellow card scheme and should be encouraged to do so.</p>
<p><b>Advice/Management of Adverse Reactions &amp; Follow-up Action</b></p>	<ul style="list-style-type: none"> <li>• Provide Manufacturer's Patient Information Leaflet (PIL) and discuss</li> <li>• Explain mode of action, side effects, and benefits of the medicine</li> <li>• Provide verbal and written information on herpes simplex</li> <li>• Advise 200mg tablets to be taken at approximately three hourly intervals to ensure five taken during waking hours</li> <li>• Individuals who experience difficulty in swallowing the tablets may disperse them in a minimum of 50 ml of water which should be stirred before drinking</li> <li>• Advise individual to return any unused</li> </ul>

	<p>medication to any pharmacy</p> <ul style="list-style-type: none"> <li>• Follow up according to local protocol</li> </ul>
<b>Use in pregnancy and lactation</b>	<p>Appropriate as per BASHH guidelines, <a href="https://www.rcog.org.uk/globalassets/documents/guidelines/management-genital-herpes.pdf">https://www.rcog.org.uk/globalassets/documents/guidelines/management-genital-herpes.pdf</a></p>
<b>Records</b>	<p>The authorised registered nurse must ensure the following is documented in the clinical record:</p> <ul style="list-style-type: none"> <li>• Individual's name, address and date of birth</li> <li>• GP contact details where appropriate</li> <li>• Attendance date</li> <li>• Reason for attendance</li> <li>• Relevant past and present medical and family history, including drug history</li> <li>• Any known allergy</li> <li>• Relevant examination findings (where appropriate)</li> <li>• Inclusion or exclusion from PGD</li> <li>• A statement that supply is by using a PGD and PGD number recorded</li> <li>• Advice given about the medication including side effects, benefits, and when and what to do if any concerns</li> <li>• Details of any adverse drug reactions and what action taken</li> <li>• Any referral arrangements</li> <li>• Any administration outside the terms of the marketing authorisation</li> <li>• The consent of the individual</li> <li>• If individual is under 13 years of age, record action taken</li> <li>• If individual is under 16 years of age -document competency using Fraser guidelines</li> <li>• If individual is 16 years of age or more and not competent - record action taken</li> <li>• Record the name/brand, dose and route of the medication, and quantity supplied</li> <li>• Record batch number and expiry date according to local policy/ national guidelines</li> <li>• Record follow up and/or signposting arrangements</li> <li>• Any other relevant information that was provided to the individual</li> <li>• Name and signature (which may be an electronic signature) of the registered nurse supplying the medicine</li> </ul>