



**AGENDA ITEM**

2.2.4

**QUALITY & SAFETY COMMITTEE**

**MEDICINES MANAGEMENT AND EXPENDITURE COMMITTEE (MMEC)-  
CHAIRS REPORT**

<b>Date of meeting</b>	19/01/2021
<b>FOI Status</b>	Open/Public
<b>If closed please indicate reason</b>	Not Applicable - Public Report
<b>Prepared by</b>	Kathryn Howard, Team Leader Medicines Governance and MMPU
<b>Presented by</b>	Executive Director of Operations
<b>Approving Executive Sponsor</b>	Executive Director of Operations
<b>Report purpose</b>	FOR NOTING

**Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)**

<b>Committee/Group/Individuals</b>	<b>Date</b>	<b>Outcome</b>
(Insert Name)	(DD/MM/YYYY)	Choose an item.

**ACRONYMS**

MMEC	Medicines Management and Expenditure Committee
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**1. SITUATION/BACKGROUND**

- 1.1 The following report provides a summary of key issues discussed at the MMEC meetings held between beginning of April 2020 and the end of October 2020.

- 1.2 The MMEC is the key forum underpinning the governance and assurance frameworks for all the processes involving medicines within Cwm Taf Morgannwg University Health Board (CTMUHB).
- 1.3 The Medicines Management & Expenditure Committee is the key conduit for medicines management communication issues, and receives the reports from and decisions of the:
- Medicines Management and Expenditure Scrutiny Group
  - CTMUHB Medication Safety Steering Group
  - CTMUHB Antimicrobial Resistance Group
  - CTMUHB Medical Gases Committee
  - All Wales Medicines Strategy Group (AWMSG) and National Institute of Clinical Excellence (NICE) via the Formulary Report
- 1.4 The MMEC reports to the CTMUHB Quality & Safety Committee.
- 1.5 All Clinical Policies, Procedures and Guidelines endorsed or approved by the MMEC are available on the Medicines Management Clinical Policies and Procedures page on Share Point, or on the Primary Care Clinical Portal (if a Primary Care Only document). They are also cross-referenced to the corresponding policies and procedures page of the specialty they originated from.

## **2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)**

### **2.1 MMEC as part of CTMUHB Governance and Integrated Locality Group (ILG) Structures**

The MMEC has continued to meet and function throughout the new structure change and throughout the COVID pandemic.

MMEC has a Health Board wide medicines governance function and also needs to align with the new ILG structure.

In the past a lack of consistent representation from acute sector medical practitioners has resulted in a number of meetings being non-quate.

#### **Mitigation**

In response to the new CTMUHB Governance Framework & Structure, The MMEC Terms of Reference (TOR) will be updated to include new locality structure representation and to re-focus the committee on

Health Board wide medicines management governance and assurance.

Further discussions are required around incorporating MMEC membership into the roles of clinical leads.

Medicines Management are represented on the newly formed CTMUHB Clinical Policies Group.

## 2.2 **Access to Medicines Management Policies, Procedures and Guidelines**

Sharepoint currently houses these documents, approximately 48% require review by the relevant clinical directorate.

The search function on the front page of Share Point is not always directing users to the appropriate documents. It has on occasion directed users to documents that should have been archived.

Bridgend Locality access the Swansea Bay UHB (SBUHB) clinical document system "COIN" which houses legacy Abertawe Bro Morgannwg UHB (ABMUHB) documents, but will be inaccessible to CTMUHB staff in the future.

This poses a number of governance risks to the Health Board.

### **Mitigation**

A review of all documents on the MMEC page has been undertaken. Any documents that are no longer relevant/required have been archived. Directorate clinical leads are being contacted and asked to confirm whether their documents are still required and if so, what the timeline for review and update will be. This review has been extended to include the corresponding Bridgend documents. This will ensure all clinical policies and procedures are relevant for the new organisation.

A recommendation at a recent MMEC meeting was that a Health Board wide clinical guidance and document storage, management and control system is required which provides mobile access to support clinical near patient access and use.

This issue will be progressed with the new Clinical Policies Group and the Assistant Medical Director (AMD) for Quality.

## 2.3 **Medicines Shortages**

The UK is currently experiencing a high number of medicines shortages. In addition the COVID pandemic has adversely affected the supply chains and the full impact of the European Union (EU) exit deal could further adversely affect medicines supplies.

There have been approximately 94 medicine shortage alerts, some for multiple medications, in the current financial year.

There have been no reported clinical incidents due to medicines shortages.

CTMUHB maintained medicines supplies to critical care patients during the first wave of the COVID pandemic when supplies were most fragile and are continuing to closely monitor this situation.

### **Mitigation**

The Department of Health and Social Care (DHSC) are responsible for ensuring the continuity of supply of medicines in the UK and has longstanding arrangements for dealing with medicines shortages. To strengthen the existing arrangements in Wales, the Medicines Shortage Advisory Group Wales (WMSAG) was established in February 2019. This group provides clinical advice on medicines shortages to the Chief Pharmaceutical Officer, who where appropriate, will then issue a letter with recommendations to NHS Wales. CTMUHB Medicines Management teams are alerted to these shortages directly from both the DHSC and from the WMSAG.

CTMUHB has established processes for responding to the shortage alerts and will continue to follow the advice of the Medicines Shortage Advisory Group Wales.

The Medicines Governance Team (MMPU) coordinate the dissemination of all information and actions on medicines shortages across the Health Board to both Primary and Secondary Care and also to Community Pharmacy teams. The information is cascaded out and targeted as appropriate, is available on the Medicines Management Page on Share Point and the Primary Care Portal and News Items are also generated for the medicines shortages that affect multiple clinical areas e.g. Clexane shortage.

Forward planning for potential COVID and EU exit supply issues are on-going on both All Wales and Health Board levels with Health Boards and Trusts in Wales having a "mutual aid" agreement.

## **2.6 Approved Documents and Formulary Items**

The MMEC has continued to function and prioritise the scrutiny and approval of key medicines governance and guidance documents. See Appendices for detail.

### 3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE

Nil at present

### 4. IMPACT ASSESSMENT

<b>Quality/Safety/Patient Experience implications</b>	Yes (Please see detail below)
	The MMEC is the key forum underpinning the governance and assurance frameworks for all the processes involving medicines within Cwm Taf Morgannwg University Health Board
<b>Related Health and Care standard(s)</b>	Governance, Leadership and Accountability
	If more than one Healthcare Standard applies please list below:
<b>Equality impact assessment completed</b>	Yes
<b>Legal implications / impact</b>	There are no specific legal implications related to the activity outlined in this report.
<b>Resource (Capital/Revenue £/Workforce) implications / Impact</b>	There is no direct impact on resources as a result of the activity outlined in this report.
<b>Link to Strategic Well-being Objectives</b>	Provide high quality, evidence based, and accessible care

### 5. RECOMMENDATION

5.1 The Committee is asked to **NOTE** the report



## Appendix 1

### Formulary Decisions April 2020- October 2020

Formulary Update reports can be found on the Formulary section of the Medicines Management pages on Share Point. The links below take you to the appropriate Formulary update reports following formulary decisions agreed at MMEC.

#### April-June 20

<http://ctuhb->

[intranet/dir/MM/Formulary/Cwm%20Taf%20Morgannwg%20Formulary%20Updates%202020/CTMUHB%20Formulary%20Update%20June%202020.pdf](http://ctuhb-intranet/dir/MM/Formulary/Cwm%20Taf%20Morgannwg%20Formulary%20Updates%202020/CTMUHB%20Formulary%20Update%20June%202020.pdf)

#### July-Oct 20

<http://ctuhb->

[intranet/dir/MM/Formulary/Cwm%20Taf%20Morgannwg%20Formulary%20Updates%202020/CTMUHB%20Formulary%20Update%20October%202020.pdf](http://ctuhb-intranet/dir/MM/Formulary/Cwm%20Taf%20Morgannwg%20Formulary%20Updates%202020/CTMUHB%20Formulary%20Update%20October%202020.pdf)



## Appendix 2

### Guidelines, Procedures and Protocols

The table below summarises the documents approved or endorsed by MMEC between April-October 2020.

<b>Policies (Endorsed)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Procedures and Guidelines</b>	<ul style="list-style-type: none"> <li>• Hospital Acquired Pneumonia</li> <li>• Secondary Care UTI Guidelines</li> <li>• Intrapartum Care Guidelines</li> <li>• Obstetric Cholestasis Guidelines</li> <li>• Preterm Labour Guideline</li> <li>• Induction of Labour Guideline</li> <li>• Hypertension in Pregnancy Guideline</li> <li>• Anaemia in Pregnancy guideline</li> <li>• Covert Medicines Administration of Medication in Adults Procedure – 1 year extension</li> <li>• CAMHS Repeat Prescription Procedure</li> <li>• WFFN 2020 Hip Fracture Guidelines</li> <li>• Postnatal contraception Guideline</li> <li>• Antepartum Haemorrhage Guideline</li> <li>• Caesarean Section Guideline</li> <li>• Management of Third and Fourth Degree Perineal Repairs Guideline</li> <li>• Uterine Inversion Guideline</li> <li>• Pentrox in Emergency Department Guidelines</li> <li>• Prevention of Neonatal Early Onset Group B Streptococcal Disease Guidelines</li> <li>• All Wales Adult Asthma Management and Prescribing Guideline</li> <li>• Discharge Medication Order Sets for Welsh Clinical Portal Procedure</li> <li>• Pelvic and Genital Antimicrobial Guidelines</li> <li>• Obstetrics and Gynaecology Antimicrobial guidelines</li> <li>• CAP and COVID Antimicrobial Guidelines</li> <li>• Influenza Guidelines 2020 update</li> </ul>
<b>Others</b>	<ul style="list-style-type: none"> <li>• SNAP Protocol</li> <li>• Thromboprophylaxis in COVID-19 Patients</li> <li>• REMAP-CAP Sarilumab worksheet and risk assessment</li> <li>• RECOVERY tocilizumab worksheet and instructions</li> <li>• REMAP-CAP Anakinra Risk assessment and preparation and administration documents</li> <li>• Denosomab Shared Care Protocol</li> <li>• Ralvo Switch SOP</li> <li>• Tenecteplase Administration Protocol (RGH and PCH)</li> <li>• Dobutamine, dopamine, GTN and Isoprenaline Adult Drug Monographs</li> <li>• COVID 19 Variation in Practice addendum to Medicines Administration Procedure</li> <li>• Orthoptic Botox Clinic Document Suite</li> <li>• Analgesic, antidepressant and gabapentinoid trial leaflets</li> <li>• Furosemide Accufusor Document suite</li> <li>• Clostridium difficile Care Pack (endorsed)</li> <li>• Symptom Management for Patients with COVID 19 Medication Chart</li> <li>• Primary Care Medicines Management Housekeeping SOP</li> <li>• Primary Care Ascorbic Acid SOP</li> <li>• Remdesivir Criteria Form</li> </ul>