

Section 11 – Supplementary Prescription Sheets & Documentation

- 1 Separate supplementary prescription sheets are necessary in some circumstances to meet particular patient requirements, e.g.:-
 - Oral anti-coagulant prescription sheet
 - Fluid (additive medicine) prescription sheet
 - Diabetic prescription sheet
 - Topical chart.
 - TPN
 - Chemotherapy
 - Anaesthetic sheet
 - Epidural/PCA chart
 - Gentamicin/vancomycin

- 2 When a supplementary prescription sheet is used, this **MUST** be indicated on the main prescription sheet. The writing of supplementary prescription sheets must follow the same principles and standards as required for the main prescription sheet, as specified in Section 10.

- 3 Medicines prescribed in the Accident & Emergency and the Outpatient Department, the Endoscopy and Day Surgery Units may be documented on prescription sheets designed for use in these areas. It is recognised that if **no** chart exists for individual non ward areas, then a sufficiently detailed entry in the patient's case notes constitutes a prescription.

- 4 A comprehensive record of all medicines administered to the patient must be maintained.