



Training and Professional Development

Advanced Medicines Management & Audits **(For Nurses, Team & Shift Leaders, Seniors & Managers)**

This course aims to provide a well-defined programme which will support, encourage, and underpin 'safe practice', suitable for all managers, senior staff & nurses.

Course objectives

- To gain knowledge and refresh relevant legislation.
- To discuss the importance of effective medicines management and our accountabilities and responsibilities, including Continued Professional Development
- To revisit the responsibility of all managers/senior staff in the role of "competent person" to facilitate the provision of supervision and essential education, to include how to provide evidence of assessment of staff/peer competency in the workplace
- To revisit correct administration (Inc. The Rights checks) self-administration and capacity assessments, staff administration, specialist administration and when to liaise with the MDT, as well as observation and monitoring for potential side effects, cautions, adverse reactions and contra-indications and the importance of reporting and responding to health & well-being changes.
- To refresh the key points in the care, control & administration of medicines (Inc. MCA & DoLS, covert administration where indicated, ordering, receipt, storage, disposal procedures etc)
- To discuss relevant guidance as to the expectations of correct documentation and safe record keeping in line with organisational policies and procedures
- To understand the purpose, function and importance of correct audit (templates will be discussed and resources shared for development and practice improvement)

Course notes

- **This course is delivered on our open course schedule which may be attended by individual senior staff from different service provisions. (please contact us for the next date)**
 - We encourage staff to read their organisational policies in advance and bring copies of relevant audit templates to the session

COURSE INFORMATION

Duration:	10am – 4pm
Who should attend:	Nurses, Managers/Seniors/Team Leaders/CHAPS
Certification:	Certificate of Attendance
Travel Charge:	Dependent on Location

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