

Supervised Administration Record

Oral Anti Cancer Medications Administration

C – competent

The practitioner can administer Oral Anti Cancer Medications safely and discuss complications and ongoing care

For each supervised practice the appraisee must

Minimum
level

Supervised Assessments

1. Legal and Ethical Issues.

		Date					
Demonstrates an understanding of their accountability and responsibility in relation to oral anti cancer medication administration according to relevant legislation and their governing body.	C						
Demonstrates and understanding of care needs of patients and carers which are specific to oral anti cancer medications							
Hand hygiene as per infection control guidelines was maintained through out procedure	C						

2. Pre-administration patient and carer education and assessment

Introduction

Uses chemotherapy Patient Education Leaflet as prompt	C						
Introduces self to patient and carer	C						
Asks the patient/carers what they understand about the treatment and provides opportunities for questioning/discussion throughout interaction	C						
Able to assess patient/carers ability to self medicate: <ul style="list-style-type: none"> o ability to take medication correctly and monitor side effects o judge when to interrupt treatment and call the hospital if required 	C						

Self Medication

Explain/discusses regimen and intended number of cycles including treatment 'gaps'	C						
Explain/discuss how and when to take the tablets using the Oral Chemotherapy Diary.	C						
Explain/discusses what to do in the event of missing a dose	C						
Explain/discusses what to do in the event of vomiting after a dose	C						
Explain/discusses the need for, and how to obtain further supplies	C						
Explain/discusses the role their GP is expected to play in the treatment	C						
Explain/discusses principles of safe handling, storage and disposal	C						
Explain/discusses the use of medicine spoons, oral syringes or cups	C						
Explain/discusses possible interactions with other drugs including herbal and supplements	C						

		Date					
Self Monitoring							
Explain/discusses how to access the 24 hour on call service and is specific about how severe symptoms should be to call the hospital	C						
Explain/discusses potential side effects including fertility issues.	C						
Explain dose adjustment i.e. doses will be individually adjusted to suit the patients and dosing may be interrupted or modified during treatment. This will not be detrimental to treatment. Failure to interrupt treatment appropriately could lead to longer delays.	C						
Provision of Written Information							
Provides appropriate literature and goes through this with patient and carer	C						
Written information should include: Individualised treatment plan chemotherapy alert card Chemotherapy Oral Chemotherapy Diary. drug company patient information Patient information sheets relating to special handling instructions Monitoring arrangements Next appointment with the doctor and chemotherapy nurse or pharmacist.	C						
Monitoring and Support							
Able to assess care needs in relation to oral therapy and arrange additional support i.e. community nurse or follow up telephone call if required	C						
3. Nurse Administration of Oral Anti-Cancer Medications							
Review of treatment order	C						
Ensures availability of prescribed and dispensed chemotherapy agents	C						
Performs appropriate procedure for correctly identifying patient	C						
Assesses patient perceptions/history including toxicity assessment							
Able to identify contraindications and/or pre-treatment monitoring requirements for prescribed treatment.							
Ensures appropriate protective clothing worn as per agreed cytotoxic policy guidelines							
Utilizes non touch technique							
Disposes of used equipment as per local guidelines							
Able to verbalise principles of safe handling of body fluids							
Documents episode of care in an appropriate manner conforming with NMC guidelines for records and record keeping.							
Ensure appropriate level and avenues of communication utilised to communicate necessary information to other MDT and/or other health care professionals.							
Ensure patient aware that therapeutic interaction has been completed and adequate follow up arrangements are activated.							

Please sign and print name for each entry

Supervised Administration No. 1		Date	
Supervisor comments			
Administrator Comments			
Supervised Administration No. 2		Date	
Supervisor comments			
Administrator Comments			
Supervised Administration No. 3		Date	
Supervisor comments			
Administrator Comments			

Name: _____ NMC pin No.: _____