

Ref: FOIA Reference 2024/25-476

Date 31st October 2024

Email foi@uhnm.nhs.uk

Dear Sir/ Madam

I am writing to acknowledge receipt of your email dated 17th October 2024 requesting information under the Freedom of Information Act (2000) regarding Dispensing and Prescribing Practices

Q1 Under the Freedom of Information Act 2000, I would like to request information regarding your Trust's practices related to dispensing and prescribing medications in the following areas. Please respond by selecting the most appropriate option for each question:

1. Emergency Departments (ED):

- **Are Take-Home (TTO) medications dispensed directly to patients from the ED?**
 - o **Yes, always.**
 - o **Yes, but only during certain hours (e.g., out-of-hours).**
 - o **No, a prescription is issued for collection at a pharmacy.**
 - o **Hybrid model: Medications are dispensed during certain hours, and a prescription is issued at other times.**

A1 Hybrid model: Medications are dispensed during certain hours, and a prescription is issued at other times.

Q2 2. Outpatient Clinics:

- **Are medications dispensed directly to patients in outpatient clinics?**
 - o **Yes, always.**
 - o **Yes, but only during certain hours.**
 - o **No, a prescription is issued for collection at a pharmacy.**
 - o **Hybrid model: Medications are dispensed during certain hours, and a prescription is issued at other times.**
- **If prescriptions are issued, can these prescriptions be fulfilled at any pharmacy?**
 - o **Yes, the prescriptions can be taken to any pharmacy.**
 - o **No, the prescriptions are restricted to the hospital pharmacy.**

A2 No, a prescription is issued for collection at a pharmacy.

Q3 In-Patients Being Discharged:

- For in-patients being discharged, are TTO medications dispensed directly from the hospital pharmacy, or is a prescription given?
 - o Medications are always dispensed directly.
 - o A prescription is given for the patient to collect the medications from a pharmacy.
 - o Hybrid model: Some medications are dispensed directly, while others are prescribed for collection.

A3 Medications are usually dispensed directly from the hospital for patients being discharged. Occasionally out of hours an FP10 prescription may be issued or a pre-pack used.

Q4 I would appreciate it if you could provide any relevant documents, protocols, or guidelines related to these practices

A4 See attached

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

Yours,



Leah Carlisle
Head of Data, Security & Protection and Health Records
Data Protection Officer