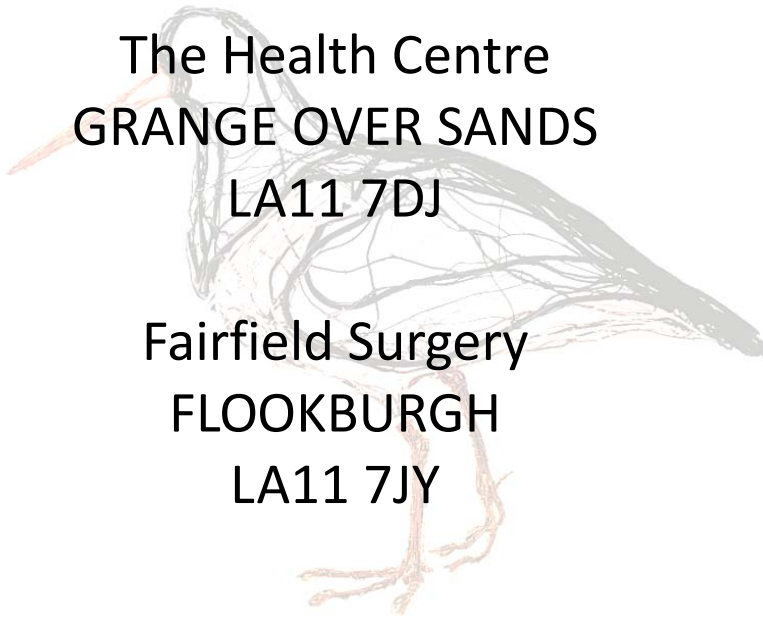


Peninsula Medical Practice

Sharing and acting on:
clinical guidance, formularies,
medical device alerts and safety alerts protocol



The Health Centre
GRANGE OVER SANDS
LA11 7DJ

Fairfield Surgery
FLOOKBURGH
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Practice Policy Document No. 4

v1.1

Adapted from BMA specimen policy of May 2012

March 2014

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Purpose

The purpose of the protocol is to set out the procedure for sharing national/local clinical guidance, national/local formularies and acting on drug and safety alerts. This protocol is relevant to anyone who works at the practice.

The individual responsible for the dissemination of guidance/alerts is Dr Diane RUELL.

Procedure

1) The responsible individual will ensure that they are on local and national information cascades.

These cascade are:

- 1) NICE and other national clinical guidance
 - 2) Local clinical guidance
 - 3) National and local formularies
 - 4) Alerts that would be found on the Central Alerting System from:
 - The Medicines and Healthcare products Regulatory Agency alerts;
 - The National Patient Safety Agency alerts;
 - The Chief Medical Officer
- 2) The responsible individual will determine who to send the guidance/alerts to and send it to them.
- Appropriate clinical alerts/guidance will be shared with healthcare professionals at the practice;
 - Alerts about medical devices will be shared with the practice manager for investigation;
- 3) The individuals that receive the guidance/alerts will decide the action needed (including whether it needs to be discussed at the next practice meeting) and the timescale for action.

Review

This policy will be reviewed within three (3) years of its implementation, or sooner if any significant changes in notification policies or procedures for urgent clinical / safety events are advised by the Department of Health.

Declaration

This policy will be binding upon all employees of the Peninsula Medical Practice from the 1st October 2012.

We, the partners, have reviewed and accepted this policy.

Dr Diane Ruell
Dr Michael Bunter
Dr Nick Gent

1st October 2012

Reviewed and amended

1st March 2014

NG

