

# Unannounced Medicines Management Inspection Report 3 January 2017



## Bannview House Care Home

**Type of Service: Nursing Home**  
**Address: 23 Bannview Road, Banbridge, BT32 3RL**  
**Tel no: 028 4066 0110**  
**Inspector: Cathy Wilknison**

[www.rgia.org.uk](http://www.rgia.org.uk)

Assurance, Challenge and Improvement in Health and Social Care

## 1.0 Summary

An unannounced inspection of Bannview House Care Home took place on 3 January 2016 from 09.50 to 12.55.

The inspection sought to assess progress with any issues raised during and since the previous inspection and to determine if the home was delivering safe, effective and compassionate care and if the service was well led.

### **Is care safe?**

There was evidence that the management of medicines supported the delivery of safe care and positive outcomes for patients. Staff administering medicines were trained and competent. There were systems in place to ensure the management of medicines was in compliance with legislative requirements and standards. It was evident that the working relationship with the community pharmacist, the knowledge of the staff and their proactive action in dealing with any issues enables the systems in place for the management of medicines to be robust. There were no areas of improvement identified.

### **Is care effective?**

The management of medicines supported the delivery of effective care. There were systems in place to ensure patients were receiving their medicines as prescribed. There were no areas of improvement identified.

### **Is care compassionate?**

The management of medicines supported the delivery of compassionate care. Staff interactions were observed to be compassionate, caring and timely which promoted the delivery of positive outcomes for patients. Patients consulted with confirmed that they were administered their medicines appropriately. There were no areas of improvement identified.

### **Is the service well led?**

The service was found to be well led with respect to the management of medicines. Written policies and procedures for the management of medicines were in place which supported the delivery of care. Systems were in place to enable management to identify and cascade learning from any medicine related incidents and medicine audit activity. There were no areas of improvement identified.

This inspection was underpinned by The Nursing Homes Regulations (Northern Ireland) 2005 and the Department of Health, Social Services and Public Safety (DHSSPS) Care Standards for Nursing Homes, April 2015.

For the purposes of this report, the term 'patients' will be used to describe those living in Bannview House Care Home which provides both nursing and residential care.

## 1.1 Inspection outcome

	Requirements	Recommendations
<b>Total number of requirements and recommendations made at this inspection</b>	0	0

This inspection resulted in no requirements or recommendations being made. Findings of the inspection were discussed with Mrs Roberta Wilson, Registered Manager, as part of the inspection process and can be found in the main body of the report.

Enforcement action did not result from the findings of this inspection.

## 1.2 Actions/enforcement taken following the most recent care inspection

Following the most recent care inspection on 8 December 2016, a serious concerns meeting was held in RQIA. An action plan was provided by the registered persons which outlined the actions taken since the inspection and the proposed actions to ensure compliance with legislation. A further unannounced care inspection will be planned to ensure that improvements have been made and sustained.

## 2.0 Service details

<b>Registered organisation/registered person:</b> Priory (Warrenpoint) Ltd Mrs Caroline Denny	<b>Registered manager:</b> Mrs Roberta Wilson
<b>Person in charge of the home at the time of inspection:</b> Mrs Roberta Wilson	<b>Date manager registered:</b> 22 December 2015
<b>Categories of care:</b> NH-PH, NH-I, RC-I, NH-DE	<b>Number of registered places:</b> 80

## 3.0 Methods/processes

Prior to inspection the following records were analysed:

- recent inspection reports and returned QIPs
- recent correspondence with the home
- the management of medicine related incidents reported to RQIA since the last medicines management inspection.

We met with two patients, one registered nurse, the deputy manager and the registered manager.

A poster indicating that the inspection was taking place was displayed in the lobby of the home and invited visitors/relatives to speak with the inspector. No one availed of this opportunity during the inspection.

A sample of the following records was examined:

- medicines requested and received
- personal medication records
- medicine administration records
- medicines disposed of or transferred
- controlled drug record book
- medicine audits
- policies and procedures
- care plans
- training records
- medicines storage temperatures

#### 4.0 The inspection

##### 4.1 Review of requirements and recommendations from the most recent inspection dated 8 December 2016

The most recent inspection of the home was an unannounced care inspection. The completed QIP is due to be returned by 20 January 2017 and will be validated by the care inspector at the next care inspection.

##### 4.2 Review of requirements and recommendations from the last medicines management inspection 5 October 2015

Last medicines management inspection statutory requirements		Validation of compliance
<b>Requirement 1</b> <b>Ref: Regulation 13(4)</b> <b>Stated: First time</b>	The registered person must ensure that robust arrangements for the management of controlled drugs are in place in all units in the home.	<b>Met</b>
	<b>Action taken as confirmed during the inspection:</b> Robust arrangements were observed for the management of controlled drugs. The controlled drugs record books were well maintained and checks were performed at each transfer of responsibility.	

Last medicines management inspection recommendations		Validation of compliance
<b>Recommendation 1</b> <b>Ref: Standard 18</b> <b>Stated: First time</b>	It is recommended that the management of distressed reactions is reviewed to ensure that all appropriate records are maintained.	<b>Met</b>
	<b>Action taken as confirmed during the inspection:</b> The management of distressed reactions was reviewed and found to be satisfactory. The deputy manager advised that “when required” medicines for the management of distressed reactions were rarely used within the home. Care plans were observed to be in place for the relevant patients.	
<b>Recommendation 2</b> <b>Ref: Standard 28</b> <b>Stated: First time</b>	It is recommended that the management of pain is reviewed to ensure that all appropriate records are maintained.	<b>Met</b>
	<b>Action taken as confirmed during the inspection:</b> The management of pain was reviewed and found to be satisfactory.	

#### 4.3 Is care safe?

Medicines were managed by staff who have been trained and deemed competent to do so. An induction process was in place for registered nurses and for care staff who had been delegated medicine related tasks. The impact of training was monitored through team meetings, supervision and annual appraisal. Competency assessments were completed annually. Refresher training in medicines management was provided in the last year.

Systems were in place to manage the ordering of prescribed medicines to ensure adequate supplies were available and to prevent wastage. Staff advised of the procedures to identify and report any potential shortfalls in medicines.

There were satisfactory arrangements in place to manage changes to prescribed medicines. Personal medication records and handwritten entries on medication administration records were updated by two registered nurses. This safe practice was acknowledged.

There were procedures in place to ensure the safe management of medicines during a patient’s admission to the home.

Records of the receipt, administration and disposal of controlled drugs subject to record keeping requirements were maintained in a controlled drug record book. Checks were performed on controlled drugs which require safe custody, at the end of each shift. Additional checks were also performed on other controlled drugs which is good practice. Staff were reminded to ensure that the correct brand of buprenorphine patches was recorded in the controlled drugs record book.

Robust arrangements were observed for the management of high risk medicines e.g. warfarin and insulin. The use of separate administration charts was acknowledged.

Discontinued or expired medicines were disposed of appropriately. Discontinued controlled drugs were denatured and rendered irretrievable prior to disposal.

Medicines were stored safely and securely and in accordance with the manufacturer's instructions. Medicine storage areas were clean, tidy and well organised. There were systems in place to alert staff of the expiry dates of medicines with a limited shelf life, once opened. Medicine refrigerators and oxygen equipment were checked at regular intervals.

### Areas for improvement

No areas for improvement were identified during the inspection.

<b>Number of requirements</b>	0	<b>Number of recommendations</b>	0
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### 4.4 Is care effective?

The sample of medicines examined had been administered in accordance with the prescriber's instructions. Two discrepancies were noted in the audits of liquid medicines. This was discussed with the registered manager who agreed to closely monitor these medicines. There was evidence that time critical medicines had been administered at the correct time. There were arrangements in place to alert staff of when doses of weekly, monthly or three monthly medicines were due.

When a patient was prescribed a medicine for administration on a "when required" basis for the management of distressed reactions, the dosage instructions were recorded on the personal medication record. Staff knew how to recognise signs, symptoms and triggers which may cause a change in a patient's behaviour and were aware that this change may be associated with pain. The deputy manager advised that these medicines were rarely administered in the home. A care plan was maintained.

The sample of records examined indicated that medicines which were prescribed to manage pain had been administered as prescribed. Staff were aware that ongoing monitoring was necessary to ensure that the pain was well controlled and the patient was comfortable. Staff advised that most of the patients could verbalise any pain, and a pain assessment tool was used as needed. A care plan was maintained. Staff also advised that a pain assessment is completed as part of the admission process.

Staff confirmed that compliance with prescribed medicine regimes was monitored and any omissions or refusals likely to have an adverse effect on the patient's health were reported to the prescriber.

Medicine records were well maintained and facilitated the audit process. Areas of good practice were acknowledged. They included additional records for recording the site of administration of transdermal patches and protocols for the use of "when required" medicines.

Practices for the management of medicines were audited throughout the month by the staff and management. This included running stock balances for some medicines not contained within the blister pack system. In addition, a quarterly audit was completed by the community pharmacist.

Following discussion with the registered manager and staff, it was evident that other healthcare professionals are contacted when required to meet the needs of patients.

### Areas for improvement

No areas for improvement were identified during the inspection.

<b>Number of requirements</b>	0	<b>Number of recommendations</b>	0
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#### 4.5 Is care compassionate?

The management of medicines supported the delivery of compassionate care. Staff interactions were observed to be compassionate, caring and timely which promoted the delivery of positive outcomes for patients.

Medicines were not being administered during the course of this inspection.

The patients spoken to said that they had no concerns in relation to the management of their medicines.

Patients who could not verbalise their feelings in respect of their care were observed to be relaxed and comfortable in their surroundings and in their interactions with staff.

### Areas for improvement

No areas for improvement were identified during the inspection.

<b>Number of requirements</b>	0	<b>Number of recommendations</b>	0
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#### 4.6 Is the service well led?

Written policies and procedures for the management of medicines were in place. Following discussion with staff it was evident that they were familiar with the policies and procedures and that any updates were highlighted to staff.

There were robust arrangements in place for the management of medicine related incidents. Staff confirmed that they knew how to identify and report incidents. Medicine related incidents reported since the last medicines management inspection were discussed. There was evidence of the action taken and learning implemented following incidents.

A review of the audit records indicated that largely satisfactory outcomes had been achieved. Where a discrepancy had been identified, there was evidence of the action taken and learning which had resulted in a change of practice.

Following discussion with the registered manager and registered nurses, it was evident that staff were familiar with their roles and responsibilities in relation to medicines management.

Staff confirmed that any concerns in relation to medicines management were raised with management.

### Areas for improvement

No areas for improvement were identified during the inspection.

<b>Number of requirements</b>	0	<b>Number of recommendations</b>	0
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### 5.0 Quality improvement plan

There were no issues identified during this inspection, and a QIP is neither required, nor included, as part of this inspection report.

It should be noted that this inspection report should not be regarded as a comprehensive review of all strengths and areas for improvement that exist in the service. The findings reported on are those which came to the attention of RQIA during the course of this inspection. The findings contained within this report do not exempt the registered provider from their responsibility for maintaining compliance with the regulations and standards.



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