

How To Complete The Clinical Audit

STEP 1: Automatic calculation of daily dose (morphine equivalent mg)

1. Open the Clinical Audit spreadsheet which will look as below or the form will open automatically (see step 4). If an option appears to update links to other sources, click “*update*”.

A	BS	BT	BU	BV	BW	BX	BY	BZ	CA	CB	CC	CD	CE	CF	CG	CH	CI	CJ	CK	CL	CM	CN	CO	CP	
Patient	Combined Daily Total (mg)	Total No. Of Medicines That Contribute To Daily Total mg	Interval Of Collection / Supply	Less	As Prescribed	More	Yes	No	No	Dose If Yes	Yes	No	No	Benzo Or Hypnotic	SSRI	Tricyclic	Quetiapine	Gabapentin	Total Other	Comments	Conversation With Patient Re: Risk/Benefit, Consider MUR & Template Letter To GP Practice	Template Letter To GP Practice	To Do This At Next Prescription Supply	Conversation With Patient Re: Risk of Polypharmacy	
Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form		Click To Open Form	
	0	0																							
Totals:		0	0																	0		0	0	0	0

2. If an option pops up about enabling content, click “*Enable Content*” and a form should open. If not follow step 3.

3. Click “*Click To Open Form*”

4. The below form will appear:

1. Patient: [Text Box]

2. Drug(s):

- Morphine PO
- Morphine IM, IV, SC
- Codeine PO
- Dihydrocodone PO
- Tramadol PO
- Diamorphine IM, IV, SC
- Hydromorphone PO
- Oxycodone PO
- Fentanyl
- Fentanyl Lozenge or Nasal Spray
- Alfentanil
- Tapentadol

2. Daily Dose (mg): [Input Field]

2. Drug(s):

- Fentanyl 12 Patch
- Fentanyl 25 Patch
- Fentanyl 50 Patch
- Fentanyl 75 Patch
- Fentanyl 100 Patch
- Butrans 5 (7 day)
- Butrans 10 (7 day)
- Butrans 20 (7 day)
- Transact 35 (4 day)
- Transact 52.5 (4 day)
- Transact 70 (4 day)

2. Daily Dose (mg): [Input Field]

3. Does the interval of collection/supply confirm the meds are taken at this dose?

Less As Prescribed More

4. Is more than one immediate release 'top up' opioid prescribed?

Yes No

5. Is the patient also taking pregabalin, if so what is the daily dose?

No If Yes, What is the daily Dose: [Input Field]

6. Is there evidence that patient has been advised about risk of harm/safe storage of CDs?

Yes No

7. Is there evidence that advice has been given re: impaired driving ability?

Yes No

8. Other concomitant drugs:

Benzo or Hypnotic SSRI Tricyclic Quetiapine Gabapentin

9. Any Comments: [Text Area]

10. ACTIONS TAKEN:

- Conversation with patient re: risk/benefit, consider MUR and a template letter to GP.
- Template letter to GP.
- To do this at next prescription supply
- Conversation with patient re: risk of polypharmacy

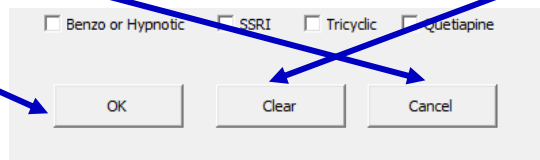
OK Clear Cancel

5. Type in:

- 1) Patient name
- 2) Tick the boxes of the drugs that the patient is taking and type the daily dose in mg
- 3), 4), 5), 6), 7) Answer the questions
- 8) Tick the boxes of other concomitant drugs
- 9) Add any comments
- 10) Tick the actions that you took

6. Then click “*Ok*” which will auto populate the spreadsheet, if you would like to close the form click “*Cancel*”.

7. Once finished with one patient “*Clear*” to fill in the form for the next patient.



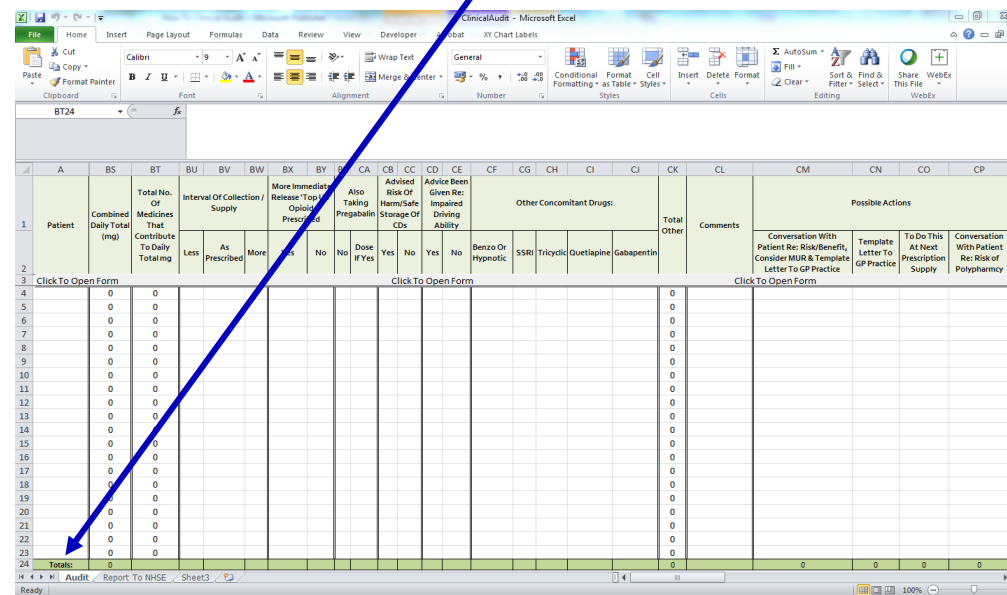
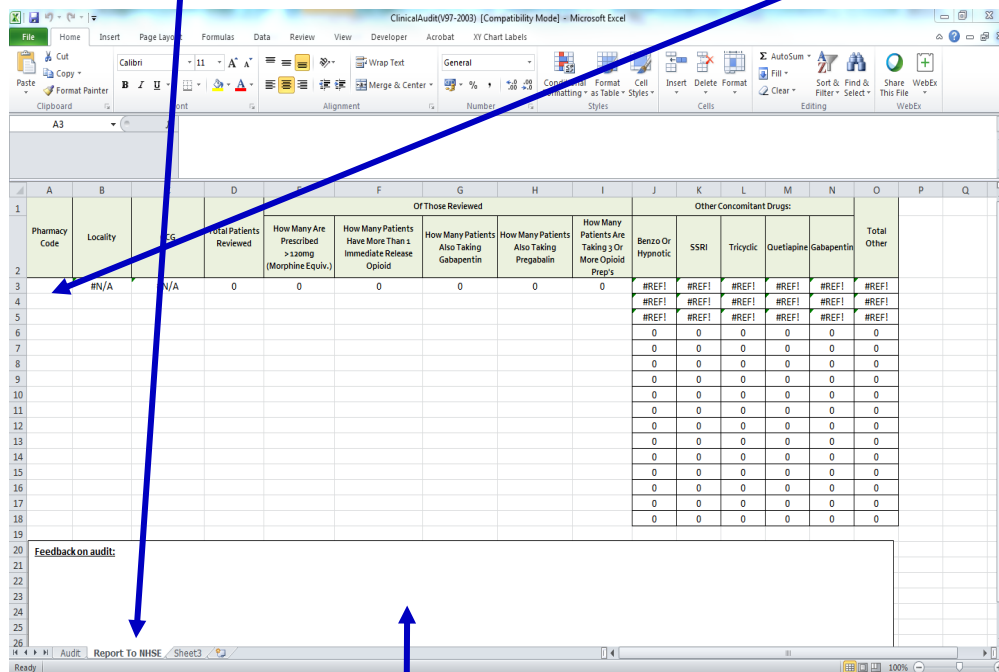
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STEP 2: Sending Data To NHS England

1. Click on the tab "Report To NHSE" and the below spreadsheet will appear.

2. Type in your "Pharmacy code" which will auto populate which locality and CCG you are in. If it doesn't then please enter this in manually.

3. The rest of the spreadsheet will auto populate from the totals on the "Audit" tab. If they do not auto populate then please transfer them across from the total row on the "Audit" tab.



4. There is a free text box at the bottom of this spreadsheet for your feedback on the audit.

5. Once the audit is complete please send a copy this page of the workbook to: england.ea-cdao@nhs.net