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## Dispensing Highly Specialised Drugs (HSD) in public hospitals



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## Outline



- Impact of not dispensing HSD prescriptions correctly
- What you need to check
- What you need to record
- Other requirements



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## Dispensing HSD correctly



**Cost to hospital**



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## Check the prescription



You're handed a prescription for a HSD.



**Valid**



**Medicare Australia approved public hospital PBS/RPBS prescription form (for public hospitals participating in the pharmaceutical reforms)**



**Medicare Australia approved form or existing 'internal medication form' for (public hospitals NOT participating in the pharmaceutical reforms)**



**Non-admitted patient, day admitted patient or patient on discharge**



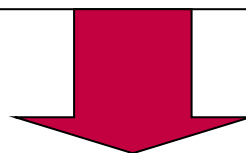
**Invalid**



**Not approved**



**In-patient**



**Contact prescriber**



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## Check patient details



Check and record in your dispensing software:



**Patient's full name  
and address**



**Patient's  
Medicare/DVA  
number**



**Entitlement number, eg  
health care card and / or  
PBS Safety Net card.**





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## Enter medicine details



5 Drug name and form	6 Strength	7 Dose, route and frequency	8 Quantity	9 Rpts	10 Supply YN	11 Approval number if required
Paracetamol/Codeine tabs	500mg/30mg	2 tabs every 6hrs prn	60	0		212349A

Enter into your dispensing software program:

- ✓ **Medicine name**
- ✓ **Form**
- ✓ **Strength**
- ✓ **Dose, route and frequency**
- ✓ **Quantity and number of repeats**
- ✓ **Authority prescription number for each Authority required medicine**



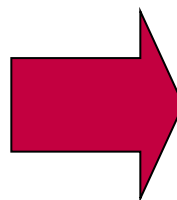
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**Enter medicine details  
- missing details**



## What if...

...the prescriber has not recorded  
an Authority approval number  
against applicable medicines?



**Contact prescriber**



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## Enter prescriber details



Enter into your dispensing software program:

- ✓ **Prescriber name**
- ✓ **Prescriber number**
- ✓ **Prescription date *as written on the prescription***



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## Other requirements



- Stick the dispensing sticker on the prescription without obscuring any details written by the prescriber.
- Ensure the receipt for supply of the medicine is signed and dated by the patient or patient's agent (and includes the address of the patient's agent if signed by them) or is correctly certified as supplied by the pharmacist.
- In public hospitals participating in the pharmaceutical reforms the original medicine PBS/RPBS prescription for a paperless claim must be signed by the patient, patient's agent or correctly certified as supplied by the pharmacist.
- In public hospitals NOT participating in the pharmaceutical reforms the Medicare Australia approved form or original internal medication form must be signed by the patient, patients agent or correctly certified as supplied by the pharmacist.
- If computer generated prescription and patient stickers are being used for the patient's details, the patient's name also needs to be written by the prescriber.



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## Summary



- **Incorrect dispensing costs the hospital.**
- **Prescription must be valid:**
  - **Prescriptions must be written on:**
    - **Medicare approved public hospital PBS/RPBS prescription form in hospitals participating in the pharmaceutical reforms or a**
    - **Medicare Australia approved form or**
    - **internal medication form in public hospitals NOT participating in the pharmaceutical reforms,**
  - **Prescription must be for a:**
    - **non-admitted patient,**
    - **day admitted patient or**
    - **patient on discharge.**
- **Check and record the appropriate information into the dispensing software program.**
- **Dispensing stickers must be placed on the Medicare Australia/Department of Veterans' Affairs copy of the prescription in sequence and without obscuring any details.**
- **Receipt for supply of the medicine must be signed and dated by the patient or patient's agent (and include the address of the patient's agent) or correctly certified as supplied by the pharmacist.**