Area Drug & Therapeutics Committee:
Safer Use of Medicines Committee

Role

The Safer Use of Medicines (SUM) Committee is a subgroup of the Area Drug & Therapeutics Committee (ADTC) that promotes safe and effective use of medicines throughout NHS Greater Glasgow & Clyde. It has a focus on improving and maintaining the quality of systems and processes associated with prescribing, administering, dispensing and monitoring medicines.

Terms of Reference

- Evaluate local and national evidence relating to systems and processes of medicines use with a view to highlighting priority areas for improvement
- Develop and maintain a work plan identifying organisational actions being taken to address priority areas for improvement
- Provide guidance on the measures and targets required to drive and demonstrate improvement
- Promote systems and processes for multidisciplinary risk management which maximise the safe & effective use of medicines
- Encourage multidisciplinary cross boundary reporting and recording of medication incidents
- Monitor medication incident trends and identify learning points for dissemination and driving improvements in practice
- Promote the dissemination of information which enables learning and sharing of good practice.
- Provide input/advice to the development of medicine policies, procedures and guidelines
- Provide a forum for discussion and consensus which is multidisciplinary, cross organisational and patient centred.
- Promote participation in "Yellow Card" reporting scheme for adverse drug reactions
- Encourage research and audit on safe and effective use of medicines

To fulfil this remit the committee is supported by the Sector / Directorate-based Safer Use of Medicines groups, who report via the respective Sector / Directorate Clinical Governance Committees.

Membership

Medical Representation
Nursing Representation
Pharmacy Services Representation
Clinical Governance Support Unit Representation
Acute Services Division/Partnership Representation
Digital Clinical lead representation
Patient/Public Representation, where available
Other involvement as required

Frequency of Meetings

At least four times a year

Quorum

One third of all members must be present including the Chair or their designated nominee

Accountability

Area Drug & Therapeutics Committee. Summary reports will be submitted on a regular basis