

## SECTION 2: AREA DRUG AND THERAPEUTICS COMMITTEE AND SUBCOMMITTEES

### SECTION 2.4: NON MEDICINES UTILISATION SUB-COMMITTEE

#### ROLE:

Ensure the safe, effective and efficient utilisation of non-medicines e.g. medical devices, wound, stoma, urology and nutritional products within NHSGGC.

This includes:

- Developing, updating and ratifying NHSGGC Non-Medicines Formularies and relevant guidelines (those containing prescribed non-medicines)
- Promoting implementation of NHSGGC Non-Medicines Formularies to maximise safe, effective and efficient use of products
- Utilising data to support implementation and review of NHSGGC Non-Medicines Formularies

#### TERMS OF REFERENCE:

The core function of the Non-Medicines Utilisation Sub-Committee is to:-

Review the recommendations prepared by relevant groups for the Non-Medicines Formularies. The identified groups, sub groups and short life working groups will assess and propose a formulary position, liaising with relevant stakeholders, considering the products with respect to the

- Clinical safety, effectiveness and evidence base
- Service and implementation impact
- Economic impact/cost effectiveness against comparators

Support local groups or short life working groups to:

- Evaluate utilisation data to review trends
- Develop innovative strategies to promote quality and cost-effective use of Non-Medicines Formularies
- Develop and maintain a register of specialist/clinical groups for consultation to inform local decision making and implementation
- Monitor adherence to the Non-Medicines Formularies
- Commission protocols and treatment guidelines where appropriate
- Maintain, develop and promote NHSGGC Non-Medicines Formularies including co-ordination of a programme of regular review
- Develop criteria for inclusion in the various non-medical formularies.
- Provide 6 monthly progress reports to ADTC, including potential clinical governance issues resulting from the introduction of new products/formulary changes
- Liaise with NHS GGC Dressings and Sundries Committee and procurement to ensure availability of products or equivalent choice across both primary and acute sector
- Monitor and support implementation of non-medical prescribing across NHSGGC

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### EXECUTIVE AND MEMBERSHIP:

- Pharmacist (Chair) member of ADTC
- Non-Medical Prescribing Lead (Deputy Chair)
- Secretariat
- Procurement Representative
- General Practitioner (representation Local Medical Committee)
- General Practitioner
- Practice Nurse Advisor
- Pharmacy Services Dietetic Lead
- Lead Nurse Continence
- Diabetes Specialist Nurse
- Professional Nurse Advisor/Senior Nurse (Primary and Acute Care)
- Medicines policy representative
- AHP (podiatry)

Representatives from the following sub groups:

- Wound Formulary Development Group
- Chronic Venous Insufficiency (Vascular)
- Urology Steering Group
- Stoma

Additional representation:

- Other specialist areas as required

### FREQUENCY OF MEETINGS:

Meetings will be convened quarterly. The Chair has the authority to change the dates with appropriate advance notice.

### QUORUM:

A quorum of the Committee will be one third of its membership and should always include either the Chair or a Vice Chair.

### ACCOUNTABILITY:

Area Drug and Therapeutics Committee

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**DISTRIBUTION OF MINUTES:**

- Chair Area Drugs and Therapeutics Committee
- Chair of the Dressing & Sundries Committee
- Chair of the Communications Sub Committee
- Head of Nursing (All Directorates)
- Associate Medical Directors (All Directorates)
- HSCP Prescribing Leads
- HSCP Lead Nurse
- Lead Pharmacist (acute services)
- Sub group chairs

**SECTION 1.1: NON MEDICINES UTILISATION SUB GROUP STRUCTURE**

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