

## **Area Drug & Therapeutics Committee:** **Safer Use of Medicines Sub-Committee**

### **Role**

The aim of the Safer Use of Medicines Sub-committee of the Area Drug and Therapeutics Committee (ADTC) is to advise and support improvement in medicines safety in NHS Greater Glasgow and Clyde (NHS GGC). It does this by reviewing information relating to clinical risk e.g. medication incidents and proposed improvements to the systems and processes associated with prescribing, administering, dispensing and monitoring medicines.

### **Terms of Reference**

- Provide advice and approval of NHS GGC policies, procedures and guidelines relating to medicines use
- Review learning from medication incidents, specifically significant adverse events, and advise on further Board-wide actions which should be taken
- Advise and support the development and testing of ideas to improve medicines safety and promote adoption of successful improvements across the Board
- Identify key messages relating to medicines safety which can be disseminated via publications e.g. Medicines Update Blogs, Medicines Safety Bulletins and incorporated into staff education & training
- Support use of the NHS GGC Safer Use of Medicines Strategic Framework to continually drive improvement work and maintain oversight of activities which deliver on its aims and intentions
- Assess National Patient Safety Alerts and advise on appropriate action within NHS GGC
- Receive regular updates from NHS GGC groups with a focus on medicines safety e.g. Sector/Directorate Safer Use of Medicine Groups, Acute & Mental Health Medicines Improvement Group
- Provide a forum for discussion and consensus which is multidisciplinary, cross organisational and person-centred.

### **Membership**

Medical, Nursing & Pharmacy representation is sought from sites/services across acute, mental health, primary care and clinical governance.

### **Frequency of Meetings**

Every 2 months

### **Quorum**

One third of all members must be present including the Chair or Vice Chair (or nominee)

### **Accountability**

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