

**Policy Library Pro Forma**

This information will be used to add a policy, procedure, guidance or strategy to the Policy Library.

**Title: Assistance with medication policy for Short Term Assessment and Re-ablement Team (START) re-ablement support workers operating in a service users home**

**Aim / Summary:**

To detail the principles that must be followed by re-ablement workers in relation to medication

**Document type** (please choose one)

|          |   |           |  |
|----------|---|-----------|--|
| Policy   | X | Guidance  |  |
| Strategy |   | Procedure |  |

**Approved by: Policy Committee**      **Version number: Two**

**Date approved: Submitted to May 14 meeting**      **Proposed review date: May 2016**

**Subject Areas** (choose all relevant)

|                           |  |                      |   |
|---------------------------|--|----------------------|---|
| About the Council         |  | Older people         | X |
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**Please include any supporting documents**

1. Not applicable

|                    |                   |
|--------------------|-------------------|
| <b>Review date</b> | <b>Amendments</b> |
|--------------------|-------------------|

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**Nottinghamshire  
County Council**

## **Assistance with medication policy for Short Term Assessment and Re-ablement Team (START) re-ablement support workers operating in a service users home Policy**

### **Context**

This policy details the safe and secure handling of medicines by the Short Term Assessment and Re-Ablement Team (START) staff of Nottinghamshire County Council.

### **Scope of this policy**

All medication is potentially harmful, if not used correctly, and care must be taken with its storage, administration, control and safe disposal. It is important therefore that START employees who provide support are confident about their role in the management of medication.

### **Principles and Commitments**

The policy sets out the principles that must be followed throughout the START service of the Council so that the CQC essential standards of quality and safety are met. It provides clarity on the medication tasks that can be undertaken by START staff (following training and assessment of competency) and those tasks which should remain the responsibility of healthcare.

### **Key actions to meet the commitments set out in the policy**

The aim of this policy is to provide clear guidance to the re-ablement support worker, service user, and their relatives as to the nature of support that may be given with medication administration by paid carers in the domiciliary setting.

The result of using this policy must be that service users have the,

**Right medicine**  
**Right dose**  
**Right time**  
**Right route**

and medication is assisted/administered to the **Right person**.

The following **principles** will also apply:-

- Independence will be promoted, encouraging service users to manage their own medicines as far as they are able, and for as long as possible
- The service user's independence at home will be maintained
- If the person is assessed as lacking capacity, the principles in the Mental Capacity Act must be applied.
- Where there is no carer or other responsible adult willing and able to assist service users to take their medicines at home, or where the service user requests that informal carers are not to be involved in administration of their medication, START staff will undertake this task as part of the agreed personal care.
- Where START staff assist service users to take their medication there must be a formal agreement with the service user and their relatives as to which tasks are the responsibilities of START.
- Any assistance provided with medication will be by trained competent employees.
- The START service will not be provided solely for the purpose of administering/assisting with medication however, this may be considered as an interim arrangement on a case by case basis.