

Self or carer administration of medicines in hospital (adults)

Information for patients and carers

This leaflet has been provided to help answer some of the questions you may have about self or carer administration of medicines during your stay in hospital.

What is self or carer administration?

Self or carer administration allows you or your carer to be responsible for taking or giving your medicines while you are in hospital. This provides the opportunity to:

- stay independent by continuing to take medicines familiar to you or develop independence
- learn more about your medicines and how to use them safely
- help to prepare you for when you go home

Administering medicine yourself or by a carer might be helpful if you need to take it at set times or at short notice. For example, if you take insulin for diabetes or medicines for Parkinson's.

Throughout your hospital stay, you can talk to your nurse, midwife or pharmacist about self or carer administration. If you'd like to take part, they can explain how the scheme works in more detail.

Your current medical condition might mean that you cannot take part in the scheme or that you need more support. Taking part in the scheme is not compulsory and it will not affect your care if you do not wish to do so.

If you cannot take part or you or your carer decides not to take part, the nurse or midwife will give you the medicines while you are in hospital.

What happens while I am in hospital?

Your nurse or midwife will explain how the scheme works. You can then decide whether you or your carer would like to be responsible for storing and/or taking your medicines or whether you would prefer your nurse or midwife to manage them for you.

Taking part in the scheme is entirely your choice. If you decide to participate but later change your mind, simply let your nurse or midwife know.

If you choose to take part, your nurse or midwife will:

- explain the scheme to you in more detail, complete a consultation with you and/or your carer and ask you or your carer to sign a consent form before self or carer administration begins
- explain which medicines you or your carer will be self-administering, the reasons for taking them and the possible side effects
- check that the medicines you have are still what the doctor wants you to take and that the labels give the correct instructions
- arrange supply via pharmacy of any other medicines that you need – you can continue to take the medicines that you have from home if they are assessed as suitable
- arrange supply of a sharps bin for the used needles if you have injections of medicines, such as insulin
- dispose of any of your regular medicines that are not needed or are not of good quality (with your agreement)
- provide you with a key or code, if possible, to the locked cupboard or drawer by your bedside where you must keep your medicines

What will my responsibility be?

If a key or code is provided during your stay, make sure that all your medicines are stored safely in the designated cupboard or drawer and that it is always locked when not in use. Keep the key or code safe and secure. Please give the key to your nurse or midwife if you need to leave the ward for any reason.

Please tell your nurse or midwife if you are going to run out of any medicines.

You are free to change your mind at any time about self or carer administration.

What if I have medicines that need special storage, for example, refrigeration?

Tell your nurse if you have brought in any medicines that need special storage. Your nurse will make sure these items are identifiable as your belongings and store them safely and appropriately.

If you have in-use insulin with you, this does not need refrigeration and can be stored securely in your bedside locker.

What do I do if I think I have taken the wrong tablets or had too many of them?

You must inform your nurse or doctor immediately.

What happens when I go home?

The pharmacist and nurses will provide additional medicine counselling before your discharge and will answer any questions you or your carer have about your medicines. You will take all your medicines home with you, if they are suitable to continue. If you do not have enough medicines left, we will give you at least a two weeks' supply. You will also be given a discharge letter, which will contain a list of your medicines.

Please remember to hand back your keys

We aim to provide the best possible service and staff will be happy to answer any questions you may have. If you have any suggestions or comments about your stay, please either speak to the ward staff or fill in a comment card

MyChart

Our MyChart app and website lets you securely access parts of your health record with us, giving you more control over your care. To sign up or for help, call us on **020 3299 4618** or email **kings.mychart@nhs.net**. To find out more visit **www.kch.nhs.uk/mychart**

Sharing your information

King's College Hospital NHS Foundation Trust has partnered with Guy's and St Thomas' NHS Foundation Trust through the King's Health Partners Academic Health Sciences Centre. We are working together to give our patients the best possible care, so you might find we invite you for appointments at Guy's or St Thomas' hospitals. King's College Hospital and Guy's and St Thomas' NHS Foundation Trusts share an electronic patient record system, which means information about your health record can be accessed safely and securely by health and care staff at both Trusts. For more information visit **www.kch.nhs.uk**.

Care provided by students

We provide clinical training where our students get practical experience by treating patients. Please tell your doctor or nurse if you do not want students to be involved in your care. Your treatment will not be affected by your decision.

PALS

The Patient Advice and Liaison Service (PALS) is a service that offers support, information and assistance to patients, relatives and visitors. They can also provide help and advice if you have a concern or complaint that staff have not been able to resolve for you. They can also pass on praise or thanks to our teams.

Tel: **020 3299 4618**

Email: **kings.pals@nhs.net**

If you would like the information in this leaflet in a different language or format, please contact our Interpreting and Accessible Communication Support on 020 3299 4618 or email kings.access@nhs.net