

PATIENT GROUP DIRECTION (PGD)

**Administration of Hyoscine Butylbromide (Buscopan)
 By State Registered non-medical staff in Imaging Facilities at all sites
 where UHDB Imaging deliver services.**

Documentation details

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| Reference no: | UHDB256 |
| Version no: | 5.0 |
| Valid from: | 28/04/2023 |
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| Expiry date: | 27/04/2026 |

Change history

| Version number | Change details | Date |
|----------------|---|------------|
| 5.0 | Reformatting, now applies to all UHDB sites | 31/03/2023 |
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Glossary

| Abbreviation | Definition |
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| RDH | Royal Derby Hospital |
| QHB | Queen's Hospital, Burton on Trent |
| FNCH | Florence Nightingale Community Hospital, Derby |
| SJCH | Samuel Johnson Community Hospital, Lichfield |
| SRPCH | Sir Robert Peel Community Hospital, Tamworth |
| ICH | Ilkeston Community Hospital |
| RCH | Ripley Community Hospital |
| LEHC | Long Eaton Health Centre |
| St. O | St. Oswald's Hospital, Ashbourne |
| Mob CT | UHDB owned and operated Mobile CT scanner |
| Mob MRI | UHDB owned and operated Mobile MRI scanner |
| Mob BS | UHDB owned and operated Mobile Mammography |
| UHDB | University Hospitals of Derby and Burton NHS Foundation Trust |
| POM | Prescription only medication |

1. PGD template development (PGD Working Group)

PGD Working Group Membership (minimum requirement of consultant, pharmacist and a registered professional who can work under a PGD, or manages the staff who do). If this is a review of existing PGD, replace previous names with the individuals involved for this version

| Name | Designation |
|-----------------|--|
| Mike Barnard | Clinical Manager: Compliance, Imaging Business Unit (HCPC Registered Diagnostic Radiographer) |
| Dr Rathy Kirke | Consultant Radiologist & Imaging Clinical Director |
| Dr Rajeev Singh | Consultant Radiologist & Imaging Clinical Director |
| James Hooley | Medication Safety Officer, Clinical governance pharmacist |

Where an antimicrobial is included, confirm the name, designation and date of the antimicrobial pharmacist who has reviewed this version

| Name of antimicrobial pharmacist | Designation | Date Reviewed |
|----------------------------------|-------------|---------------|
| n/a | n/a | n/a |

2. Organisational authorisations

The PGD is not legally valid until it has had the relevant organisational authorisation.

University Hospitals of Derby & Burton NHS Foundation Trust authorises this PGD for use by the services or providers listed below:

| Authorised for use by the following organisation and/or services |
|---|
| University Hospitals of Derby and Burton NHS Foundation Trust staff at the following sites: RDH, QHB, SRPCH, SJCH, FNCH, ICH, RCH, LEHC, St. O and Mob CT / Mob MRI / Mob BS units at locations in Staffordshire and Derbyshire |
| Limitations to authorisation |
| This organisation does not authorise the use of this PGD by staff not employed by UHDB, either directly or via an agency. |

| Organisational Authorisation (legal requirement). | | | |
|---|--------------|---------------------------------|------------|
| Role | Name | Sign | Date |
| Medicines Safety Officer (Pharmacist) | James Hooley | Signed copy held by Pharmacy | 28/04/2023 |

| Additional signatories (required as per legislation and locally agreed policy) | | | |
|--|-----------------|---------------------------------|------------|
| Role | Name | Sign | Date |
| Medicines Safety Officer (Pharmacist) | James Hooley | Signed copy held by Pharmacy | 28/04/2023 |
| Consultant Radiologist & Imaging Clinical Director | Dr Rathy Kirke | Signed copy held by Pharmacy | 02/03/2023 |
| Consultant Radiologist & Imaging Clinical Director | Dr Rajeev Singh | Signed copy held by Pharmacy | 02/03/2023 |
| Professional Lead for Radiography | David Tipper | Signed copy held by Pharmacy | 02/03/2023 |

Local enquiries regarding the use of this PGD may be directed to UHDB.PGDgovernance@nhs.net

Section 7 provides a registered health professional authorisation sheet. Individual professionals must be authorised by name to work to this PGD.

3. Characteristics of staff

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| Qualifications and professional registration | HCPC registered Radiographers and NMC registered Nurses |
| Initial training | <ul style="list-style-type: none"> - Completion of all Essential-to-role training as outlined in the UHDB PGD policy. - Completion of training to ensure competent in all aspects of IV injection (Trust IV training, SCoR accredited training for IV contrast agent administration, or equivalent) - Individual has read and understood full content of this PGD and signed authorisation (section 7) <p>The completion of NICE's self-competency check lists available at: https://www.nice.org.uk/guidance/mpg2/resources/competency-framework-for-health-professionals-using-patient-group-directions-msword-13672765</p> |
| Competency assessment | <p>Competency evidence through core qualifications, recognised IV training or masters level training which will have included assessment for the following:</p> <ul style="list-style-type: none"> - Surface anatomy and palpation skills - Injection and aseptic techniques - Knowledge of medically screening patients - Knowledge of relevant pharmacology - Contraindications and precautions - Emergency procedures - Safety - A period of supervised clinical practice by a medical practitioner, or an authorised non-medical injector <p>Staff operating under this PGD are encouraged to review their competency using the NICE Competency Framework for health professionals using patient group directions. https://www.nice.org.uk/guidance/mpg2/resources/competency-framework-for-health-professionals-using-patient-group-directions-msword-13672765</p> <p>Individuals operating under this PGD are personally responsible for ensuring they remain up to date with the use of all medicines included in the PGD - if any training needs are identified these should be discussed with the either authorising manager (section 7) or the clinical manager for their Imaging modality so that further training can be provided as required.</p> |
| Ongoing training and competency | <p>Staff working under this PGD must take part in continuing professional development. Staff are encouraged to complete the self-assessment competency tool NICE Competency Framework for health professionals using patient group directions. https://www.nice.org.uk/guidance/mpg2/resources/competency-framework-for-health-professionals-using-patient-group-directions-msword-13672765 and present this as part of their evidence of CPD at their Appraisal at least once every 3 years. Managers and staff</p> |

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| | <p>must consider the need for any additional local training if staff do not regularly undertake work covered by the PGD, for example career breaks or parental leave, or when gaps in knowledge arise.</p> <p>Annual mandatory training updates for Immediate Life Support/ Resus Automatic External Defibrillation AED training *, managing anaphylaxis and aseptic 'non-touch' technique provided by UHDB.</p> <p>*Unless exempt from doing life support training due to personal risk assessment</p> |
| <p><i>The decision to supply any medication rests with the individual registered health professional who must abide by the PGD and any associated organisation policies.</i></p> | |

4. Clinical condition or situation to which this PGD applies

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| Clinical condition or situation to which this PGD applies | To be administered as an anti-spasmodic / smooth muscle relaxant, to patients as an inherent part of a Justified Imaging procedure to visualise the gastro-intestinal tract. |
| Criteria for inclusion | <ul style="list-style-type: none"> • Justified Imaging requests for examinations involving the intravenous administration of Hyoscine Butylbromide (buscopan). • Adult patients attending for Imaging examinations with buscopan are provided with information about the risks and benefits of the examination including those relating to buscopan. Patients are given the opportunity to discuss the risks and benefits of the examination and must give verbal consent to proceed. |
| Criteria for exclusion | <ul style="list-style-type: none"> • Consent not gained • Patients aged 16 years and under • Patients with Prostatic enlargement with urinary retention • Patients with megacolon • Patients with paralytic Ileus • Patients with closed angle glaucoma • Patients with myasthenia gravis • Patients with pyloric stenosis • Patients who are pregnant <p>Referrers should indicate a patient's impaired renal function as part of the referral, in accordance with the Trust Clinical Guideline on the Prevention of Contrast Induced Kidney Injury. Imaging staff conduct checks for contraindications (exclusion criteria) via verbal pre-examination checks with the patient. These are also undertaken as part of the telephone appointments process and /or as part of patient preparation prior to the scan.</p> |
| Cautions including any relevant action to be taken | <p>If the patient is receiving any concomitant medication or treatment it is the responsibility of the person identified on the 'Professional Authorisation Sheet' to ensure that treatment with the drug detailed in this direction is appropriate.</p> <p>Advice from a Radiologist should be sought before administration to patients with the following conditions:</p> |

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| | <ul style="list-style-type: none"> • Downs syndrome • Tachycardia (Hyperthyroidism / Recent MI / Cardiac Insufficiency / Recent Cardiac Surgery) • GORD • Diarrhoea or Ulcerative Colitis not mentioned as part of the referral. • Patients who are lactating / breast feeding <p>If in any doubt, advice should be sought and recorded before the drug is administered.</p> |
| Action to be taken if the patient is excluded | <ul style="list-style-type: none"> • Record reasons for exclusion in patient notes • Advise patient on alternative treatment • No antispasmodic agent or an alternative antispasmodic agent administered by a Radiologist. |
| Action to be taken if the patient or carer declines treatment | <ul style="list-style-type: none"> • Discuss with a Radiologist or the referring clinical team • Record that the patient has declined Buscopan and the advice given to the patient on CRIS |
| Arrangements for referral for medical advice | <p>Medical advice should be sought from a Radiologist in the first instance.</p> <p>Advice provided, including the need for the patient to discuss their ongoing care with the referrer is documented as a report; available as hardcopy, or on CRIS, PACS, Lorenzo, Meditech and other IT systems.</p> |

5. Description of treatment

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| Name, strength & formulation of drug | Hyoscine Butylbromide 20mg/ml injection (Buscopan). |
| Legal category | POM |
| Route / method of administration | Intravenous |
| Indicate any off label use (if relevant) | N/A |
| Dose and frequency of administration | As set out in standard examination protocols and protocolling on CRIS. |
| Duration of treatment | Initially 20mg, which may be followed by a further 20mg if required Length of examination |
| Quantity to be supplied (leave blank if PGD is administration ONLY) | N/A |

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| Storage | <p>Stock must be securely stored at room temperature according to UHDB medicines policy.</p> |
| Drug interactions | <p><i>The following interactions have been identified and should be considered where it is known a patient is on the following medicines:</i></p> <ul style="list-style-type: none"> • Antihistamines • Antipsychotics • Antidepressants • Diuretics • Alcohol <p>A detailed list of drug interactions is available in the SPC, which is available from the electronic medicines compendium website: www.medicines.org.uk</p> |
| Adverse reactions | <p>The following side effects are common:</p> <ul style="list-style-type: none"> • Transient dry mouth • Transient blurred vision • Transient bradycardia / tachycardia / palpitations / arrhythmia • Urinary retention, dyshidrosis, dizziness, constipation • Painful red eye(s) or loss of vision in patient with angle-closure glaucoma • Visual accommodation disturbances • Injection site pain • Transient confusion, giddiness, nausea and vomiting • Dyspnoea in patients with asthma <p>A detailed list of adverse reactions is available in the SPC, which is available from the electronic Medicines Compendium website: www.medicines.org.uk</p> |
| Management of and reporting procedure for adverse reactions | <ul style="list-style-type: none"> • Healthcare professionals and patients/carers are encouraged to report suspected adverse reactions to the Medicines and Healthcare products Regulatory Agency (MHRA) using the Yellow Card reporting scheme on: https://yellowcard.mhra.gov.uk • Record all adverse drug reactions (ADRs) in the patient's medical record. • Serious adverse reactions (moderate harm or above as per NRLS definition) should be reported via trust incident management system (e.g., Datix) to ensure duty of candour and learning from harm during clinical use. • Patients who are exhibiting signs of anaphylaxis, cardiac or respiratory symptoms will be referred for medical assistance (call Resuscitation Team if at an acute hospital: QHB or RDH) and call 999 and request urgent medical assistance if in a community setting. |
| Written information to be given to patient or carer | <p>Patients and/or carers advised to:</p> <ul style="list-style-type: none"> • Monitor for adverse reactions • Read the patient information leaflet covering risks / side-effects provided before giving consent (sensitively ensure patient is able to read and understand, if not then cover verbally) <p>Patients are provided with contact details during working hours and</p> |

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| | <p>are advised what to do outside working hours in case of any adverse reaction.</p> <p>Any specific advice for a particular patient will be written down and given to the individual patient. This will also be documented in the healthcare record.</p> |
| Patient advice / follow up treatment | <p>The patient/carer will be provided with verbal advice on aftercare requirements following their procedure.</p> <p>Patients will be monitored for sensitivity reactions before leaving the department.</p> <p>Follow up appointments will usually be with the referrer. Imaging staff should ensure that the patient has details of their follow up appointment or has details of how to contact the referrer to make this appointment.</p> |
| Records | <p>Patient records may be written in the hospital notes, written and scanned or electronic (Lorenzo, Meditech, CRIS, etc.)</p> <p>Either the system holding the record, or the healthcare practitioner working under the PGD, must capture/document all of the following:</p> <ul style="list-style-type: none"> • name of individual, address, date of birth and GP with whom the individual is registered (if relevant) • name of registered health professional • name of medication supplied/administered. • date of supply/administration • dose, form and route of supply/administration • quantity supplied/administered. • batch number and expiry date (if applicable e.g., injections and implants) • advice given, including advice given if excluded or declines treatment. • details of any adverse drug reactions and actions taken • That the medications used were administered via Patient Group Direction (PGD) <p>Records should be signed and dated (or a password-controlled e-records).</p> <p>All records should be clear, legible, and contemporaneous.</p> <p>If you are not recording using an electronic system (which has ability to generate audit reports) then a record of all individuals receiving treatment under this PGD should also be in the clinical area for audit purposes as per UHDB PGD policy.</p> <p>State 'administered under PGD' with name and signature of authorised registered Radiographer or Nurse.</p> <p>A second check should be obtained before administration and the name of the checker recorded.</p> |

6. Key references

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| Key references | <ul style="list-style-type: none">• <i>Electronic Medicines Compendium</i> http://www.medicines.org.uk/• <i>Electronic BNF</i> https://bnf.nice.org.uk/• <i>NICE Medicines practice guideline "Patient Group Directions"</i> https://www.nice.org.uk/guidance/mpg2• https://medusa.wales.nhs.uk• Imaging department workflow for examinations involving medications.• Imaging scheme of work the supply of laxative or contrast agent to patients for preparation and self-administration at home.• Imaging scheme of work the supply of contrast agent to inpatients for self-administration in the Imaging Department.• Imaging scheme of work the supply of contrast agent to inpatients for self-administration on the ward.• Imaging IV injections policy.• Trust Clinical Guideline for the Prevention of Contrast Induced Kidney Injury. |
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7. Registered health professional authorisation sheet

PGD Name [version]: Imaging - Hyoscine butylbromide (buscopan) [v5.0]
PGD ref: UHDB256

Valid from: 28/04/2023 Expiry date: 27/04/2026

Before signing check that the document you have read is published on Koha or is an in-date hard-copy with all necessary authorisations signed in section 2. The Name/Version/Ref of the document you have read **MUST** match this authorisation form.

Registered health professional

By signing this patient group direction you are indicating that

- a) You agree to and understand all content and commit to only work within this framework.
- b) You have completed any core PGD e-Learning or training records on My Learning Passport or within your department.
- c) You meet the staff characteristics and have completed any additional learning/competency outlined in Section 3 of this PGD.

Patient group directions do not remove inherent professional obligations or accountability.

It is the responsibility of each professional to practise only within the bounds of their own competence and professional code of conduct.

| I confirm that I have read and understood the content of this Patient Group Direction and that I am willing and competent to work to it within my professional code of conduct. | | | |
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| Name | Designation | Signature | Date |
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Authorising manager / Assessor

| I confirm that the registered health professionals named above have declared themselves suitably trained and competent to work under this PGD. I give authorisation on behalf of University Hospitals of Derby & Burton NHS Foundation Trust for the above named health care professionals who have signed the PGD to work under it. | | | |
|---|--------------------|------------------|-------------|
| Name | Designation | Signature | Date |
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Note to authorising manager

Score through unused rows in the list of registered health professionals to prevent additions post managerial authorisation.

This authorisation sheet must be retained by a manager in the clinical department where the PGD is in-use to serve as a record of those registered health professionals authorised to work under this PGD.