

# BRIDGEND COUNTY BOROUGH COUNCIL

## REPORT TO CABINET

11 APRIL 2023

### REPORT OF THE CORPORATE DIRECTOR – SOCIAL SERVICES AND WELLBEING

#### MEDICATION POLICY

#### 1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet approval of the Medication Policy as required under the Registration and Inspection of Social Care (Wales) Act 2016 (RISCA).

#### 2. Connection to corporate well-being objectives/other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:

- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
- **Helping people and communities to be more healthy and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

#### 3. Background

- 3.1 Regulatory requirements for Medication administration are set out in the following legislation and Codes of Practice:

- Social Care Wales Codes of Practice for social workers, residential childcare workers, social care managers, domiciliary care workers, and adult care home workers
- Regulation and Inspection of Social Care (Wales) Act 2016

- 3.2 As per the above legislation, it is a requirement of Regulated Services to have an up-to-date Medication Policy in place. There have been ongoing discussions regarding the implementation of a regional policy.

- 3.3 Following recent Care Inspectorate Wales (CIW) inspections across various Bridgend County Borough Council Regulated Services, waiting for this regional policy has ceased to be accepted. Priority Action Notices have been issued with the need for a Medication Policy to be developed and implemented highlighted.
- 3.4 This process has been led by colleagues in the Social Care Workforce Development Programme Team (SCWDP) alongside colleagues in Commissioning, Service managers from Regulated Services, clinical pharmacy lead and Senior Management within the Directorate.

#### **4. Current situation/proposal**

- 4.1 The proposed policy has been developed from a policy that would cover residential services to encompass all regulated services in both adults and children's services.
- 4.2 Each service area has their own service-specific guidelines regarding medication administration that provides more in-depth information for social care staff across the various settings to follow. These guidance documents have been referenced within the policy document.
- 4.3 The policy was initially developed with a focus on adult's residential services, however given the need for a Medication Policy across Regulated Services, this was altered and adapted.
- 4.4 The initial draft was submitted to service managers, responsible individuals, and pharmacy leads from across the Directorate for review and feedback.
- 4.5 The feedback received from the group was incorporated into the policy draft ready for submission for final review.
- 4.6 The policy has been submitted to and approved by the Social Services and Wellbeing Senior Management Team.
- 4.7 This policy provides staff with a safe and effective practice framework from which medication administration can be carried out. It ensures all medication administration and management is completed by those that are appropriately trained and assessed to be competent.
- 4.8 Training needs for services remain. Training requirements will be met by a program of training to ensure that this policy is implemented to its fullest potential.

#### **5. Effect upon policy framework and procedure rules**

- 5.1 The policy will be implemented for Regulated Services across Bridgend County Borough Council in order to meet with regulatory requirements.
- 5.2 There is no effect upon the policy framework and procedure rules.

#### **6. Equality Act 2010 implications**

6.1 An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

## 7. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The review of the policy supports the five ways of working under the Well-being of Future Generations (Wales) Act 2015 as follows: -

Involvement	Representatives from varying levels of the directorate, along with colleagues from Commissioning, SCWDP and Finance have fed into this report.
Long term	There will be a positive long-term impact of this policy due to meeting regulatory requirements as well as providing a safe and effective framework for medication administration.
Prevention	To prevent poor practice in relation to administering medication.
Integration	This policy will be implemented and used directorate wide. Training for those administering medication continues to be available.
Collaboration	Work has taken place with commissioning, SCWDP, Service managers Team managers.

## 8. Financial implications

8.1 There are currently two training providers utilised for medication administration training and all costs are met from existing budgets.

Additional training has also been organised through colleagues in the community pharmacy team, however this is awaiting further training and staff capacity to be able to implement. This will reduce training costs associated with this policy.

## 9. Recommendation

9.1 It is recommended that Cabinet approve the Medication Policy for implementation across Regulated Services within Bridgend County Borough Council.

**Claire Marchant**  
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**Background documents:**

None