

## Patient Group Direction clinical competencies

Name:	Role: <b>Band 5/6/7</b>
Base:	Date initial training completed:

### Competency Statement:

The participant demonstrates clinical knowledge and skill in administering medicines under a patient group direction (PGD) without assistance and/or direct supervision (level 3 - see level descriptors). Assessment in practice must be by a Registered Nurse who can demonstrate competence at level 4 or above.

Performance Criteria	Assessment Method	Level achieved	Date	Assessor/self assessed
<b>The Participant will be able to:</b>				
<b>1. Demonstrate up-to-date clinical, pharmacological and pharmaceutical knowledge relevant to the scope of the PGD</b>				
a) understands the clinical condition being treated, their natural progress and how to assess the severity of disease	Questioning / Observation			
b) Understands the mode of action and pharmacokinetics of medicines and how these mechanisms may be altered ( by age, renal impairment etc)	Questioning / Observation			
c) Maintains an up-to-date knowledge of products contained in the PGD including indication, contraindication, cautions and drug interactions	Questioning / Observation			
d) Understand the different non-drug and drug approaches to modifying disease and promoting health	Questioning / Observation			
e) Recognises the potential for adverse events and how to avoid/minimise and manage them	Questioning / Observation			
<b>2. Makes and/or reviews a diagnosis, generates management options for the patient, including follow-up within the PGD</b>				
a) Views and assesses the patient's needs holistically, including medication history	Questioning / Observation			
b) Understands the effect of multiple clinical conditions, existing medication, allergies and contraindications on management options	Questioning / Observation			
c) Assesses the risks/ benefits to the patient of taking / not taking a medicines and knows when to consider alternative drug and non drug	Questioning / Observation			
d) Select the most appropriate PGD for the individual patient (when appropriate)	Questioning / Observation			

Performance Criteria	Assessment Method	Level achieved	Date	Assessor/self assessed
e) Select the most appropriate drug, dose, and formulation according to the PGD (where appropriate)	Questioning / Observation			
f) Identify on going treatment plan and referral options for patient	Questioning / Observation			
<b>3. Establish a relationship based on trust and mutual respect and recognises the patients as partners in the consultation</b>				
a) Takes confidentiality, dignity and respect into account when undertaking a patient consultation	Questioning / Observation			
b) Adapts consultations to meet the needs of each individual patient and respects their values, beliefs and expectations	Questioning / Observation			
c) Helps the patient to make informed choices about their treatment and respects their right to refuse or limit treatment	Questioning / Observation			
d) Is able to explain the patient's condition and rationale behind treatment options including risk of harm and potential benefit	Questioning / Observation			
e) Knows how to assess the patients understanding of, and commitment to their treatment, monitoring and follow-up	Questioning / Observation			
<b>4. Demonstrate awareness of own limitations. Does not compromise patient safety</b>				
a) Is aware of how medicines are licensed, sourced, supplied and monitored and the implications for their own practice	Questioning / Observation			
b) Knows how to identify and report patient safety incidents relating to PGD's including near misses and suspected adverse incidents	Questioning / Observation			
c) Knows how to keep up-to-date with safety concerns related to the medicines included in the PGD	Questioning / Observation			
d) Understands the potential for misuse of medicines	Questioning / Observation			
e) Understands antimicrobial resistance, Health care-associated infections and roles of infection, prevention and control and antimicrobial stewardship	Questioning / Observation			
f) Understands the importance of robust medicines management systems supporting the use of PGD's, such as the need for appropriately labelled packs, medicines procurement and safe storage	Questioning / Observation			
g) Check doses and calculations to ensure accuracy and safety	Questioning / Observation			

Performance Criteria	Assessment Method	Level achieved	Date	Assessor/self assessed
h) Knows common types of medication errors and how to prevent them	Questioning / Observation			
i) Uses PGD's often enough to maintain confidence and competence	Questioning / Observation			
j) Understands the need for and makes accurate, clear and timely records and clinical notes	Questioning / Observation			
<b>5. Ensures practice is within legal framework and follows local processes and governance arrangements</b>				
a) Understands and accepts personal responsibility for working within PGD and understands the legal implications for doing so	Questioning / Observation			
b) Understands and follows the PGD and medicines policy	Questioning / Observation			
c) Makes ethical and clinical decisions based on needs of patient, not personal considerations	Questioning / Observation			
d) Understand and work within current medicines legislation relevant to PGD and how this applies in practice	Questioning / Observation			
e) Understands and works within relevant codes of professional conduct and organisational governance arrangements	Questioning / Observation			
f) Knows how to record relevant information to maintain an effective audit trail of documents and actions including version control	Questioning / Observation			
g) Understands the importance of patient confidentiality in line with regulatory stands and contractual requirements how consent relates to PGD's	Questioning / Observation			
h).Know how and when PGD's need to be reviewed and updated.	Questioning / Observation			
<b>6. Actively participate in the review and development of practice to optimise patient outcomes. Is self-aware and confident in own ability to use PGD's</b>				
a) Takes responsibility for own learning and continuing professional development	Questioning / Observation			
b) Knows the limits of their own knowledge, skills and experience and works within them	Questioning / Observation			
c) Shares and debates own and others practice, and acts upon feedback and discussion	Questioning / Observation			

Performance Criteria	Assessment Method	Level achieved	Date	Assessor/self assessed
d) Recognises and deals with pressures that may result in inappropriate use of PGD's	Questioning / Observation			
e) Develop and make use of networks for support, reflection and learning	Questioning / Observation			
f) Understands the need to monitor and evaluate PGD's and their use in practice	Questioning / Observation			
<b>7. Accesses relevant information and applies this in own practice</b>				
a) Is able to use standard software packages and the internet to search for relevant information	Questioning / Observation			
b) Understands and applies the principles of evidence-based medicine	Questioning / Observation			
c) Is able to interpret relevant medicines information, such as the summary of product characteristics and NICE guidelines	Questioning / Observation			
d) Understands the advantages and limitations of different information sources	Questioning / Observation			
e) Applies information to the clinical context, linking theory to practice	Questioning / Observation			
<b>8. Ensures practice is within national policies, systems and processes that impact on current practice. See how own practice impacts on the wider healthcare community</b>				
a) Understands the benefit and risks of alternative options for supplying and or administering including independent prescribing and patients specific directions	Questioning / Observation			
b) Understands the current service where the PGD is used and /or future use and where this fits within the care pathway	Questioning / Observation			
c) Understand the national frameworks for medicines use such as NICE and local medicines optimisation strategies	Questioning / Observation			
d) Understands and works within local frameworks for medicines use that support the PGD, such as local formularies, care pathways, protocols and guidelines	Questioning / Observation			
e) Understands and works within the NHS/organisational ethical code of conduct when working with the pharmaceutical industry	Questioning / Observation			

Performance Criteria	Assessment Method	Level achieved	Date	Assessor/self assessed
f) Understands the legal requirements for the collection of appropriate prescription charges	Questioning / Observation			
<b>9. Works in partnership with colleagues and collaborates with internal and external stakeholders for the benefit of patients.</b>				
a) Understands and works within local contractual requirements relating to PGD's	Questioning / Observation			
b) Thinks and acts as part of a multidisciplinary team to ensure that continuity of care is developed and not compromised	Questioning / Observation			
c) Establishes relationship with colleagues and all relevant stakeholders based on understanding, trust and respect for all each others' roles	Questioning / Observation			
d) Knows when to refer to, or seek guidance from, another member of the team or specialist	Questioning / Observation			
e) Provides support and advice to colleagues and all relevant stakeholders where appropriate	Questioning / Observation			

Source NICE 2014

Date all elements of Competency Tool completed to level 3 \_\_\_\_\_

Registered Nurse \_\_\_\_\_ Signature \_\_\_\_\_ Status \_\_\_\_\_ Date \_\_\_\_\_

I confirm that I have assessed the above named Registered Nurse and can verify that he/she demonstrates competency in the use of patient group directions

Assessor \_\_\_\_\_ Signature \_\_\_\_\_ Status \_\_\_\_\_ Date \_\_\_\_\_

Review Dates:	Competent Yes / No	Registered Nurse Signature	Verifier signature	Comments