

Assessment tool to give Subcutaneous Medication (Including Assessment of Competence)

This checklist is to be completed by the health care professional delivering training to the carer, following the criteria stated in the Somerset Just in Case Policy. Please complete this checklist.

Forward this form to somicb.crc-smh@nhs.net and upload to Electronic health records.

Patient name and NHS number

GP practice

Carer name and relationship to patient

Assessor name and role

Training method (face to face/remote)

Objective	Completed – tick and initial to confirm carer has demonstrated the objective or cross if not achieved	Comments
Recognising and rating breakthrough symptoms		
Discuss common breakthrough symptoms and how to recognise them		
Explain how and when to rate breakthrough symptoms using the Somerset Symptom observation chart		
Knowing what subcutaneous medicines to give		
Explain how to select the right medicine for each breakthrough symptom		
Opening an ampoule and drawing up medicine		
Observe the carer completing all the steps involved in opening an ampoule and drawing up medicine		

Giving medicine		
Demonstrate the steps involved in giving subcutaneous medicines using a subcutaneous cannula		
Demonstrate flushing subcutaneous cannula, where relevant		
Demonstrate the steps involved in giving subcutaneous medicines using an injection		
Demonstrate recording dose given on the palliative drug chart and stock list		
Checking medication stock		
Demonstrate recording stock levels on the stock sheet and explain reordering process to carer		
Storage of medication		
Ask the carer to show you where they will store medication		
Demonstrate safe disposal of medication vials, syringes, and needles (sharps) into yellow sharps bin after administration		
Seeking guidance		
Provide the hospice advice line number and DN contact number. Explain support available 24/7		
Practicalities		
The carer is provided with <ul style="list-style-type: none"> • Palliative care drug chart • Drug stock card • Sharps box • Symptom observation chart • SC injection: carer training handbook • Link to resources or printed copies • Contact details for hospice advice line and DN • Feedback document 		

The trainer and carer agree that the carer has demonstrated practical ability to administer SC medication for symptom control. The carer understands never to give medication if they feel unsure or uncomfortable but to call the hospice advice line or district nurses hub for support. After administering medication the carer will sign the medication chart with a "C" and inform the district nurses to allow for replenishment of stock and review of symptoms (per countywide policy).

I consent to providing feedback (please tick)

Signed (trainer)

Signed (person trained)