

## Community Pharmacy/Dispensary

### Just in Case Pack Guide

#### Prescriber

- GP or Specialist Nurse identifies a person who is suitable to receive a Just in Case pack (this will usually be within the 2-3 months before end of life).
- GP or Specialist Nurse discusses and explains the purpose and use of the Just in Case pack with the patient/family/carer (as appropriate) and gains patient consent to supply the pack.
- GP issues the prescriptions for a Just in Case pack together with the appropriate End of Life Authorisation to Administer Forms and a Patient Information Leaflet

#### Community Pharmacy/Dispensary

- Once the prescription is received the items should be dispensed into cartons, which should be clearly marked with the product batch numbers and expiry dates as well as the normal dispensing information and the items placed into the clear, tamper proof container provided by the CCG.
- A set of Symptom Control Guidelines; Patient Information Leaflets for all the drugs enclosed and a Just in Case patient information leaflet should also be included in the pack.
- Pharmacies should record the supply together with the expiry date of the pack. To enable them to advise both the patient and GP surgery when the Just in Case pack is **one month prior to its expiry date** if it has not been used.

#### Using the Just in Case Pack

- End of Life Authorisation to Administer Forms must be completed and signed by either, the patients GP or another appropriate Medical Practitioner before the Just in Case pack can be opened and used.
- All medications used should be recorded in the patient's community notes.
- The person administering the medication should advise the patient's GP that the pack has been opened and used and arrange for prescriptions, for any further medication required.
- If any medication is no longer required it should be returned to the issuing pharmacy for destruction.

Symptom Control Pathways, the Patient Information Leaflet and further information can be found on the Shropshire CCG Website: <https://www.shropshireccg.nhs.uk>