

Prescribing - Kardex

Adapted from MedEd Third Year slides

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What is this question?

Prescribing is a set of instructions from the professional deciding the treatment, to the professional delivering the treatment.

It is important that however you prescribe, you are: accurate, clear and legible, and unambiguous.

Kardex are inpatient prescriptions. There are lots of sections to these forms as inpatient requirements are often complex – therefore this guide hopes to go through the most important parts of Kardex prescribing.

If you are unsure with how to use the BNF, then look at the BNF Guide on the Meded website.

Step 1: Fill out patient details

It's important that you double check this after you've written all this information, and then check once again when you've finished the question.

All the information needed should be given in the question stem, or at the front of question booklet.

Particularly important pieces of information for this question include:

- Writing "unknown" (not n/a) if information is not in the question
- Drug allergies – you should write the name of the drug and the type of reaction, or "No known drug allergies" (not NKDA). This should be finished with your name, date, GMC number, and signature
- Other charts in use – If there is another chart in use, write the details of this chart. If not simply state "No other charts in use".

MEDICAL DISTRICT		Hospital	Chart No. 1 of 1
CODES FOR NON-ADMINISTRATION OF PRESCRIBED MEDICINE In situations where a dose of a medicine is not administered and the matter cannot be resolved immediately the nurse must:- a) Record on the medicine chart the appropriate code number for the reason why the dose was not administered and initial this code. b) TAKE APPROPRIATE ACTION to resolve the matter PROMPTLY so that patient treatment is not compromised. For further details refer to the 'Purple Booklet'			
Patient refuses	1	Unable to swallow	8
Patient not present on ward	2	Vomiting/nausea	9
Medicine not available (obtain as soon as practicable)	3	Time varied on Dr's instructions	10
Instructions not clear or legal	4	Once only/PRN medication given	11
Patient Self-Administered Medicine	5	To be specified in the Nursing Care Plan	
Nil by mouth	6	Possible drug reaction/ side effect	12
Asleep/drowsy	7	Other reasons	13
Name of Patient		SAM GILL	
Patient Number		X0123 4567	
Ward		MEDICAL ADMISSIONS UNIT	
DOB		01/01/2000	
Date of Admission		01/10/2023	
Consultant		DR SINGH	
Weight		72.5 kg	Surface Area UNKNOWN

DRUG SENSITIVITIES PENICILLIN (ANAPHYLAXIS) ASPIRIN (URTICARIA AND WHEEZE)	<i>JE</i> J. EDWARDS (M0000) 01/10/2023
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DRUG SENSITIVITIES NO KNOWN DRUG ALLERGIES	<i>JE</i> J. EDWARDS (M0000) 01/10/2023
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Step Two: Once only prescribing

This is also known as “stat” prescribing as it normally refers to medication that we want to give right away as a single dose (either as a one off, or the first dose of a regular medication).

When writing the drug name, either write as the generic name or if you are prescribing by brand style it as “Brand (Generic)”.

Important pieces of information to remember when filling out this section:

- Always use the time that has been given to you in the question (if you don’t know this, it will be at the start of your answer booklet). **Do not write “STAT”.**
- The dose unit should be written out in full. For example 2g should read 2 grams.
- The route should be written in full – avoiding abbreviations (you may have been told that certain abbreviations such as IV are fine, however I’d be on the safe side and just write it in full).
- If the medication is a compound medication, then it would be appropriate to write the dose within the Drug section, and the dose would simply be the number of physical things that are given to the patient (eg. 1 tablet).

Step 3: Regular Prescribing

This is for longer term medications that are given at specified times.

Many of the principles are the same, however extra points to note on this section include:

- Circling and ticking the times when medication should be given
- If a patient has already had a dose on the once only page, then this should be “crossed off” as the morning dose to avoid it being given twice.
- Monitoring and review – some conditions require the medication to be reviewed after a certain amount of time. If this is the case, then it would be appropriate to draw a square in the box with a “review” written to signal that this needs to be reviewed at this time.

Name <u>SAM GILL</u>			Number <u>X0123 4567</u>			REGU						
Drug (Approved Name) APIXABAN			DATE 01/10		02/10	03/10	04/10	05/10	06/10	07/10	08/10	09/10
Dose 5mg			Route BY MOUTH		Notes FOR THROMBOCYTOLYSIS IN ATRIAL FIBILLATION! 0800 <input checked="" type="checkbox"/> X 1200 <input type="checkbox"/> 1800 <input type="checkbox"/> 2000 <input checked="" type="checkbox"/>							
Start Date 01/10/2023			Signature <i>JE</i>									
Date Discontinued & Initials			NAME J. EDWARDS									
Pharmacy			Pharmacy									

Step 4: As required prescribing

This is used if a particular clinical situation arises or if a patient requests the medication. This is usually pain.

For this there are a number of important points to remember:

- The frequency of doses should be written as the number of doses, but also the timing. If you wrote "4 times a day" for paracetamol, then you should also write that this should be given "4 hours apart" – otherwise this is ambiguous.
- A maximum dose should be stated in the instruction box.
- The indication should be stated in the instruction box also.

Step 5: Amending Prescriptions

If you need to cross something out or amend a prescription, there are a number of things you need to do so that it is completed properly.

- Cross out (don't scribble)
- Reason for amendment (written in error, dose change, drug withheld)
- Put your sign, date, GMC number
- If discontinuing, remember to write what date the medication was discontinued in the appropriate box.

			DATE	01/10	02/10	03/10	04/10	05/10	06/10	07/10	08/10	09/10
Drug (Approved Name) PREDNISOLONE												
Dose 30mg	Route By Mouth	Notes FOR URINARY TRACT INFECTION	0800									
			1200									
			1800									
			2200									
Start Date 01/10/2023	Signature J. EDWARDS											
Date Discontinued & Initials 01/10/2023 JE	Pharmacy											

WRITTEN IN ERROR
JE
J. EDWARDS (MOB 0000)
01/10/2023

At this point it's important for you to go back and check your work.

Additional Information for this question

Oxygen Prescribing information to include:

- Drug Name – Oxygen (and mode of delivery eg. Venturi)
- Dose – litres of O2/minute
- Route – Inhaled
- Notes – Usually the target %'s for the patient
- Timing – All these should be ticked