# SURVEY QUESTIONNIARE REDUCING THE LEAKAGE OF PRESCRIBED (CONTROLLED) DRUGS.

ID Reference code:

#### **About the Practice**

1 Is the practice a dispensing practice?

Yes

No

- 2 How is your out of hours cover organised?
  - 1 provided by the practice doctors only
  - 2 by a cooperative system with other local practices
  - 3 the use of an outside agency
  - 4 other (please specify)

### **Stocks And Storage Of Controlled Drugs**

3 Are controlled drugs kept on the premises (including doctors 'black bags')?

Yes

No

If No, go to question 15

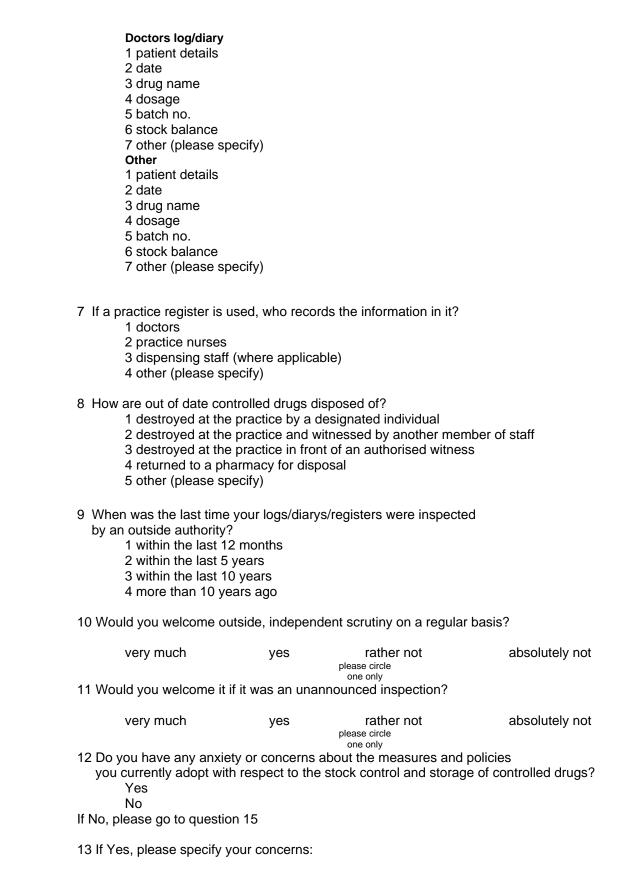
- 4 If Yes, where are they kept?
  - 1 doctors 'black bag'
  - 2 locked cupboard/safe
  - 3 emergency practice bag
  - 4 other (please specify)
- 5 How is the usage and replacement of stock/stored controlled drugs recorded?
  - 1 standard book specifically designed and sold for use as a controlled drug register (e.g. Royal Pharmaceutical Society Register)
    - 2 a general notebook prepared or modified within the practice
    - 3 handwritten log/diary kept by each individual doctor
    - 4 other (please specify)
- 6 What information is recorded in the log/notebook/register?

# Standard register

- 1 patient details
- 2 date
- 3 drug name
- 4 dosage
- 5 batch no.
- 6 stock balance
- 7 other (please specify)

### Notebook register

- 1 patient details
- 2 date
- 3 drug name
- 4 dosage
- 5 batch no.
- 6 stock balance
- 7 other (please specify)



14 And, is there anything you would recommend which would resolve those anxieties and could be relevant to local or national policy?

## **Returned Controlled Drugs**

15 Do you allow unused/excess controlled drugs to be returned to the practice?

Yes

No

16 If Yes, is this something that you actively encourage patient, carers and relatives to do?

Yes

Nο

If No, please go to question 21

- 17 What happens to the drugs when they are returned to the practice?
  - 1 destroyed at the practice by a designated individual
  - 2 destroyed at the practice and witnessed by another member of staff
  - 3 destroyed at the practice in front of an authorised witness
  - 4 returned to a pharmacy for disposal
  - 5 other (please specify)
- 18 Do you have any anxiety or concerns about the measures and policies you currently adopt with respect to the return of unused/excess controlled drugs?

Yes

No

If No, please go to question 22

19 If Yes, please specify your concerns:

- 20 And, is there anything you would recommend which would resolve those anxieties and could be relevant to local or national policy?
- 21 Would you please give details regarding the anxieties or concerns you feel about allowing unused/excess controlled drugs to be returned to the practice?

# **Prescribing and Administering Controlled Drugs**

- 22 What are the main conditions for which controlled drugs are prescribed at the practice?
  - 1 terminal care
  - 2 other pain control
  - 3 drug misuse
  - 4 acute care (e.g. MIs)
  - 5 other (please specify)
- 23 Do doctors in the practice administer controlled drugs themselves to patients?

Yes

No

24 Where are controlled drug prescriptions and doctors administered controlled drug details recorded?

## **Prescriptions**

- 1 paper based patient notes
- 2 electronically via a computerised patient record system
- 3 other (please specify)

### **Administered**

- 1 paper based patient notes
- 2 electronically via a computerised patient record system
- 3 log / register of controlled drugs
- 4 other (please specify)
- 25 Do you have any anxiety or concerns about the measures and policies you currently adopt with respect to controlled drug prescriptions and administered controlled drugs? We are particularly interested in issues that you believe increase the risk of leakage and misuse of controlled drugs.

Yes

No

If No, please go to question 28

- 26 If Yes, please specify your concerns:
- 27 And, is there anything you would recommend which would resolve those anxieties and could be relevant to local or national policy?

### **Advice and Support**

28 Would a local or national advice and support system be useful to you with respect to the practice management of controlled drugs?

Yes

No

- 29 If Yes, where would you prefer this advice and support to come from?
  - 1 Local Drug Action Team
  - 2 Strategic Health Authority
  - 3 RCGP
  - 4 Royal Pharmaceutical Society
  - 5 PCG/PCT
  - 6 BNF
  - 7 Other please specify

please rank 1-7 with 1 the most preferred

### Thank you for completing this questionnaire

30 Please indicate if you would like to receive a copy of the Executive Summary of the report of the research findings.

Yes

No