

This patient group direction (PGD) must only be used by registered health professionals who have been named and authorised by their organisation to practice under it. The most recent and in date final signed version of the PGD should be used.

## **Patient Group Direction (PGD)**

For the administration or supply of

### **Tetracaine Hydrochloride 1% eye drops**

By registered health care professionals for

### **Local anaesthetic**

**Throughout the Manx Care and those contracted by the Manx Care where appropriate within practice**

## **PGD NUMBER 107**

### **1. Change history**

<b>Version number</b>	<b>Change details</b>	<b>Date</b>
1	Original PGD ratified	June 2021

## 2. Medicines practice guideline 2: *Patient group directions*

Refer to the relevant sections of NICE medicines practice guideline 2: *Patient group directions* as stated in the blank template notes. For further information about PGD signatories, see the NHS and Manx Care [PGD website FAQs](#)

## 3. PGD development

Refer to the [NICE PGD competency framework for people developing PGDs](#)

Job Title & organisation	Name	Signature	Date
Author of the PGD			
Member of the PGD working group			

## 4. PGD authorisation

Refer to the [NICE PGD competency framework for people authorising PGDs](#)

Job Title	Name	Signature	Date
Medical Director			
Chief Pharmacist/ Pharmaceutical Adviser			
Senior Paramedic			
Director of Nursing			
GP Adviser			
Senior Microbiologist (if PGD contains antimicrobials)			

## 5. PGD adoption by the provider

Refer to the [NICE PGD competency framework for people authorising PGDs](#)

Job title and organisation	Signature	Date	Applicable or not applicable to area

## 6. Training and competency of registered healthcare professionals, employed or contracted by the Manx Care, GP practice or Hospice

Refer to the [NICE PGD competency framework for health professionals using PGDs](#)

	Requirements of registered Healthcare professionals working under the PGD
<b>Qualifications and professional registration</b>	<ul style="list-style-type: none"> <li>Registered healthcare professionals, working within or contracted by the Manx Care, GP practice or Hospice who are permitted staff groups outlined within the current PGD policy</li> <li>Pharmacists must be practising in Manx Care authorised premises i.e. contracted pharmacy premises</li> </ul>
<b>Initial training</b>	<ul style="list-style-type: none"> <li>Knowledge of current guidelines and the administration of the drug specified in this PGD/BNF and of the inclusion and exclusion criteria</li> <li>Training which enables the practitioner to make a clinical assessment to establish the need for the medication covered by this PGD</li> <li>Local training in the use of PGDs</li> </ul>
<b>Competency assessment</b>	Staff will be assessed on their knowledge of drugs and clinical assessment as part the competency framework for registered health professionals using PGDs
<b>Ongoing training and competency</b>	The registered health care professionals should make sure they are aware of any changes to the recommendations for this medication; it is the responsibility of the registered health care professionals to keep up to date with continuing professional development. PGD updates will be held every two years

## 7. Clinical Conditions

<b>Clinical condition or situation to which this PGD applies</b>	To produce ocular surface anaesthesia prior to intra-vitreous injections
<b>Inclusion criteria</b>	Patients over 16 years of age requiring ocular surface anaesthesia, wither prior to investigation or prior to intra-vitreous injection
<b>Exclusion criteria</b>	<ul style="list-style-type: none"> <li>• Under 16 years of age</li> <li>• Patients with a known hypersensitivity to Tetracaine</li> <li>• Patients being treated with sulphonamides</li> <li>• Pregnancy</li> <li>• Breastfeeding</li> </ul>
<b>Cautions (including any relevant action to be taken)</b>	<ul style="list-style-type: none"> <li>• The anaesthetised eye should be protected from dust and bacterial contamination</li> <li>• The cornea may be damaged by prolonged application of anaesthetic eye drops</li> <li>• On instillation an initial burning sensation may be experienced which may last up to 30 seconds</li> <li>• Individuals should be advised not to drive or operate hazardous machinery until normal vision is restored</li> <li>• Systemic absorption may be reduced by compressing the lacrimal sac at the medial canthus for a minute during and following the instillation of the drops. (This blocks the passage of the drops via a nasolacrimal duct to the wide absorptive area of the nasal and pharyngeal mucosa)</li> </ul>
<b>Arrangements for referral for medical advice</b>	Patient should be referred to a more experienced clinical practitioner for further assessment
<b>Action to be taken if patient excluded</b>	Patient should be referred to a more experienced clinical practitioner for further assessment
<b>Action to be taken if patient declines treatment</b>	<ul style="list-style-type: none"> <li>• A verbal explanation should be given to the patient on: the need for the medication and any possible effects or potential risks which may occur as a result of refusing treatment</li> <li>• This information must be documented in the patients' health records</li> <li>• Any patient who declines care must have demonstrated capacity to do so</li> <li>• Where appropriate care should be escalated</li> </ul>

## 8. Details of the medicine

<b>Name, form and strength of medicine</b>	Tetracaine Hydrochloride 1% eye drops
<b>Legal category</b>	Prescription Only Medication (POM)
<b>Indicate any <u>off-label use</u> (if relevant)</b>	None
<b>Route/method of administration</b>	Topical application to the eyes

<b>Dose and frequency</b>	1 drop
<b>Quantity to be administered and/or supplied</b>	1 drop
<b>Maximum or minimum treatment period</b>	Up to 4 doses per procedure, each of 1 drop per eye
<b>Storage</b>	<ul style="list-style-type: none"> <li>Do not store above 25°C</li> <li>Store in the original package in order to protect from light</li> <li>Do not freeze</li> </ul>
<b>Adverse effects</b>	<ul style="list-style-type: none"> <li>May experience stinging or burning sensation when the drops are first put in, and this will gradually wear off</li> <li>Vision may become blurred, again this will gradually wear off</li> <li>Occasionally, the skin around the eyes can become sore, superficial defect or swelling of cornea (the transparent membrane covering the surface of the eye) may also be observed after short-term application of these eye-drops.</li> <li>The cornea may be damaged by prolonged administration of anaesthetic eye drops</li> </ul>
<b>Records to be kept</b>	The administration of any medication given under a PGD must be recorded within the patient's medical records

## 9. Patient information

<b>Verbal/Written information to be given to patient or carer</b>	<ul style="list-style-type: none"> <li>On instillation an initial burning sensation may be experienced which may last up to 30 seconds</li> <li>May cause transient blurring of vision on instillation. Warn patients not to drive or operate hazardous machinery until vision is clear</li> <li>Verbal information must be given to patients and or carers for all medication being administered under a PGD</li> <li>Where medication is being supplied under a PGD, written patient information leaflet must also be supplied</li> <li>A patient information leaflet is available on request</li> </ul>
<b>Follow-up advice to be given to patient or carer</b>	If symptoms do not improve or worsen or you become unwell, seek medical advice immediately

## 10. Appendix A

References
1. British National Formulary (BNF) available online: <a href="https://bnf.nice.org.uk">https://bnf.nice.org.uk</a>
2. Nursing and Midwifery (2018) "The code" available online: <a href="https://www.nmc.org.uk">https://www.nmc.org.uk</a>
3. Current Health Care Professions Council standards of practice
4. General Pharmaceutical Council standards
5. The General Optical Council
6. Electronic medicines compendium available online: <a href="https://www.medicines.org.uk">https://www.medicines.org.uk</a>

## 11. Appendix B

### Health professionals agreed to practice

- Each registered healthcare professional will hold their own Competency framework which will be signed and agreed by their mentor
- A mentor is defined within the Manx Care policy as any ward/area managers, sisters, senior nurses, GPs, pharmacists or senior paramedics who has completed the PGD training themselves