

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

### Tropicamide 1% sterile eye drops

By registered health care professionals for

### Dilating the eye

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

## PGD NUMBER 122

### 1. Change history

Version number	Change details	Date
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>	For dilating the eye to facilitate fundus examination and treatment of a patient
<b>Inclusion criteria</b>	Adults
<b>Exclusion criteria</b>	<ul style="list-style-type: none"> <li>• Hypersensitivity to Tropicamide</li> <li>• Patients with a high hypermetropia (mydriasis may precipitate acute angle closure glaucoma)</li> <li>• Glaucoma/suspected glaucoma</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>• Systematic absorption can be reduced by compressing the lacrimal sac at the medial canthus for a minute during and following the instillation of the drops</li> <li>• Discard contents of minimis single dose unit after one use</li> <li>• Dry mouth</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>• Transient rise in intraocular pressure</li> <li>• Contact dermatitis in hypersensitive</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>	Tropicamide 1% sterile eye drops
<b>Legal category</b>	Prescription Only Medicine (POM)
<b>Indicate any <u>off-label use</u> (if relevant)</b>	None
<b>Route/method of administration</b>	Topical application to the eye/s
<b>Dose and frequency</b>	Adults, 16 years and over: 1 drop of 1% solution to eye/s prior to examination and treatment

<b>Quantity to be administered and/or supplied</b>	1 drop per procedure which may be repeated after 5 minutes if eye/s are not adequately dilated
<b>Maximum or minimum treatment period</b>	1 drop followed by a second drop after an interval of 5 minutes. A further 1 drop may be instilled after 30 minutes, if required
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Store below 25°C. Do not freeze</li> <li>• Protect from light</li> </ul>
<b>Adverse effects</b>	<ul style="list-style-type: none"> <li>• Temporary stinging of the eyes – should resolve with 30 seconds</li> <li>• Bright light (such as daylight) may be uncomfortable for a few hours after receiving. This may make it difficult to drive a vehicle</li> <li>• Vision may be blurred after putting the drops in. Wait until vision is clear before driving or using machines</li> <li>• Dry mouth. This is caused by the active substance being absorbed through the tear duct and causing a common effect for this type of medicine. This effect should wear off within a couple of hours</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