



**ADMINISTRATION OF MEDICATED EYE DROPS PRIOR
TO EYE EXAMINATION FOR NURSING STAFF
IN THE OPHTHALMOLOGY DEPARTMENT**


Version Number	V2
Date of Issue	April 2018
Reference Number	AMEDEE-04-2018-author-v2
Review Interval	2 yearly
Approved By Name: <i>Fionnuala O'Neill</i> Title: <i>Nurse Practice Coordinator</i>	Signature Date: <i>April 2018</i> 
Authorised By Name: <i>Rachel Kenna</i> Title: <i>Director of Nursing</i>	Signature Date: <i>April 2018</i>  <small>Rachel Kenna Director of Nursing</small>
Author/s	Name: <i>Marie Keegan</i> Title: <i>Clinical Nurse Specialist, Ophthalmology Department</i>
Location of Copies	<i>On Hospital Intranet and locally in department</i>

Document Review History

Review Date	Reviewed By	Signature
<i>2021</i>		

Document Change History


Change to Document	Reason for Change

Our Lady's Children's Hospital, Crumlin		
Document Name: Administration Of Medicated Eye Drops Prior To Eye Examination For Nursing Staff In The Ophthalmology Department		
Reference Number:	Version Number: V2	
Date of Issue: April 2018	Page 2 of 5	

CONTENTS

Page Number

1.0	Introduction	3
2.0	Definition of Standard Operating Procedure (SOP)	3
3.0	Applicable to	3
4.0	Objectives of the Standard Operating Procedure	4
5.0	Procedures	4
6.0	Implementation Plan	4
7.0	Evaluation Plan and Audit	4
8.0	References	4
9.0	Appendices (<i>as necessary</i>)	5
	<i>Appendix 1 Medication protocol</i>	

Our Lady's Children's Hospital, Crumlin		
Document Name: Administration Of Medicated Eye Drops Prior To Eye Examination For Nursing Staff In The Ophthalmology Department		
Reference Number:	Version Number: V2	
Date of Issue: April 2018	Page 3 of 5	

1.0 Introduction

Our Lady's Children's Hospital Crumlin (OLCHC) is the largest children's teaching hospital in Ireland. OLCHC is committed to the provision of safe quality care to the infants and children it cares for, against the backdrop of legislation and regulatory requirements.¹

OLCHC recognises the importance of medication safety management and has created processes and practices to minimise the risk to children by incorporating the '10 rights' of medication management;

1. *Right patient*
2. *Right reason*
3. *Right drug*
4. *Right route*
5. *Right time*
6. *Right dose*
7. *Right form*
8. *Right action*
9. *Right documentation*
10. *Right response.*

NMBI have stated that ***'these standards for medicines management are authoritative statements developed and monitored and enforced by NMBI. These standards describe the responsibilities and conduct expected of Nurses and midwives in their involvement with medicines across all care settings'***. NMBI (2015).²

This SOP supports the administration of medicated eye drops with prescription prior eye examination in the Ophthalmology department by one nurse in the OPD.

See appendix 1.

2.0 Definition of Standard Operating Procedure


The term **'Standard Operating Procedure'** is a way of carrying out a particular course of action and includes operations, investigations, pharmaceutical treatment, examinations and any other treatment carried out. Nursing staff in the Ophthalmology department will administer eye medication to suitable infants and children in advance of eye examination by the consultant.

3.0 Applicable to

Nursing staff in the Ophthalmology department OPD.

¹ Health Information and Quality Authority (2012) *National Standards for Safer Better Healthcare*, HIQA, Cork, Ireland

² Standards for Medicine Management for Nurses and Midwives (Draft) <https://www.nmbi.ie/nmbi/media/NMBI/standards-for-medicines-management.pdf>

Our Lady's Children's Hospital, Crumlin		
Document Name: Administration Of Medicated Eye Drops Prior To Eye Examination For Nursing Staff In The Ophthalmology Department		
Reference Number:	Version Number: V2	
Date of Issue: April 2018	Page 4 of 5	

4.0 Objectives of Standard Operating Procedure

Nursing staff in the OPD Ophthalmology department will administer eye medication as a single checker and administered.

5.0 Procedures

- Medication is administered to the child by one registered nurse checking the child's identity band and double checking identity with the parent/guardian. In the event that a parent is unavailable to be the second checker the double checking algorithm will apply.
- Medication is prescribed in the usual manner by the medical staff in the Healthcare Record using a stamp.
- Cyclomydril (0.2% Cyclopentolate Hydrochloride and 1% Phenylephrine hydrochloride)
- Proxymetacaine Hydrochloride 0.5%- Local anaesthetic
- Cyclopentolate 0.5%- Term to 6 months
- Cyclopentolate 1% infants and children over 6 months
- Phenylephrine Hydrochloride 2.5%

6.0 Implementation Plan

This activity will be included in the education and training in the Ophthalmology department as part of orientation and induction training.

7.0 Evaluation and Audit

This process will be evaluated in the theatre department by the Clinical Nurse Facilitators.

8.0 References

Health information and Quality Authority (2012) *Safer Better Healthcare*; HIQA, Cork, Ireland.

Health Information Quality Authority (2016) *Guide to the Health Information and Quality Authority's Medication Safety Monitoring Programme in Public Acute Hospitals*. HIQA, Cork, Ireland.

Nursing and Midwifery Board of Ireland (2015) *Standards of Practice for Medication Management for Nurses and Midwives*, NMBI, Dublin, Ireland.

9.0 Appendices

Appendix 1 Medication protocol

Medication Protocol¹ for the checking and administration of Eye medications in the Ophthalmic OPD.

1. Department Ophthalmic OPD	2. Date issue June 2017	3. Review date June 2019
4. Name and signature of authoriser of this protocol Drugs & Therapeutics Group OLCHC		Signature _____
5. What staff members will be affected by this protocol- CNSp in the Ophthalmology department		
6. Staff inclusion criteria – All registered nursing staff who have received education and training.		
7. Exclusion circumstances (Who will not be covered) <ul style="list-style-type: none"> All other clinical areas 		
8. Description of events/activity to be covered <ul style="list-style-type: none"> Medication is administered to the child by one registered nurse checking the child's identity band and double checking identity with the parent/guardian. In the event that a parent is unavailable to be the second checker the double checking algorithm will apply. Medication is prescribed in the usual manner by the medical staff in the Healthcare Record using a stamp 		
9. Names of medications included in this protocol <ul style="list-style-type: none"> Cyclomydri] (0.2% Cyclopentolate Hydrochloride and 1% Phenylephrine hydrochloride) Proxymetacaine Hydrochloride 0.5%- Local anaesthetic Cyclopentolate 0.5%- Term to 6 months Cyclopentolate 1% infants and children over 6 months Phenylephrine Hydrochloride 2.5% 		
10. Do guidelines accompany this protocol? Please enclose for review Yes see SOP on the single administration of eye drops in the Ophthalmology OPD		
11. Will the use of this protocol improve the patient journey/quality of patient service? (Please give details) Yes. This protocol will assist the child's journey through the department ensuring eye medication is administered safely allowing the child to be ready for the eye examination in a timely manner.		
12. Please include details of evidence to suggest this is best practice. <ul style="list-style-type: none"> Nursing and Midwifery Board of Ireland (2015) Draft <i>Standards for Medicines Management for Nurses and Midwives</i>, NMBI, Dublin, Ireland. Royal college of Nursing Patient Group Directions Guidance and information for Nurses (RCN, 2006). Nursing Policy on Medication Management (2016) Standard Operating Procedure on the double checking single nurse administration of specific medication in the ED (2017) OLCHC Medication Policy (2017) 		
13 Non Conformance Non-compliance and/ or an increase in medication incidents arising will be monitored using audit. This will be carried out on annual basis to ensure that procedures are adhered to.		
14. Authors Fionnuala O' Neill, NPDU, Marie Keegan, CNSp Ophthalmology Department		
15. Authorised by:		Date
Drugs & Therapeutics Committee		
Title _____	Signature _____	
Director of Nursing	Date:	
Title _____	Signature _____	

¹Based on Nursing and Midwifery Board of Ireland (2015) *Standards for Medicines Management for Nurses and Midwives*, NMBI.