

 <p><b>Saskatchewan Health Authority</b></p> <p><b>WORK STANDARD</b></p>	<b>Title:</b> Discharge Medication Process for Patients with COVID-19 <b>Role performing Activity:</b> RN, LPN, Pharmacist	
	<b>Location:</b>	<b>Department/Unit:</b>
	<b>Document Owner:</b>	<b>Date Prepared:</b> March 24, 2020
	<b>Last Revision:</b>	<b>Date Approved:</b>
	<b>Related Policies/Documentation</b> <ul style="list-style-type: none"> <li>○ Regina Acute Care Discharge PRESCRIPTION &amp; Medication Reconciliation Form</li> <li>○ Saskatchewan Discharge/Transfer Medication Reconciliation Form</li> <li>○ Saskatoon Area Discharge Prescription and Medication Reconciliation Form</li> </ul>	

## Work Standard Summary:

Patients with COVID-19 are to be isolated at home upon discharge and should have their medications delivered or picked up by a caregiver to ensure they are not going to their pharmacy. It is important to set up discharge planning as early as possible to allow community pharmacy adequate time for medication preparation (ideally 24-48 hours). Enhanced communication between the discharging team, patient, and community pharmacy may be necessary to ensure patient has timely access to their medications. **Please follow this work standard in addition to your usual medication reconciliation on discharge processes.**

<b>Essential Tasks:</b>	
1.	Discuss with patient plan to fax prescription to community pharmacy and family physician upon discharge. <ul style="list-style-type: none"> <li>• Inform patient that the discharge prescription information will include their positive COVID-19 status</li> </ul>
2.	Confirm patient's contact information (or assigned caregiver's contact information if picking up the prescription), community pharmacy information (i.e. community pharmacy where patient plans to have medications dispensed after discharge, phone number and fax number if known) and family physician information. <ul style="list-style-type: none"> <li>• If patient does not have a consistent community pharmacy, discuss with patient and select community pharmacy</li> <li>• Ensure community pharmacy will be open to receive the prescription via fax and dispense the medications. If closed, choose a temporary pharmacy.</li> <li>• If community pharmacy contact information is required, see the Saskatchewan College of Pharmacy Professionals (SCPP) website:  <a href="https://saskpharm.ca/company/roster/companyRosterView.html?companyRosterId=18">https://saskpharm.ca/company/roster/companyRosterView.html?companyRosterId=18</a> </li> </ul>

3.	Confirm patient's ability to administer medications (e.g., self-administer, home care, long term care nurse administers) and if they require compliance packaging
4.	<p>Once discharge medication reconciliation has been completed, prepare to fax discharge prescription:</p> <ul style="list-style-type: none"> <li>• Prepare fax cover letter "NOTIFICATION OF DISCHARGE FROM HOSPITAL FOR PATIENTS WITH CONFIRMED COVID-19 (Community Pharmacy)"</li> <li>• Document in comments section of the discharge medication reconciliation form or on the prescription, <b>contact number patient (or assigned caregiver) can be reached at</b> (to ensure community pharmacy has up-to-date information on file to coordinate with patient distribution of medications)</li> </ul>
5.	<p>When possible, call patient's community pharmacy and discuss:</p> <ul style="list-style-type: none"> <li>• Discharge plans including time of discharge and discharge location (e.g. home, care home)</li> <li>• Discharge prescription and medication changes <ul style="list-style-type: none"> <li>○ Discuss medication considerations (e.g. EDS or NIHB coverage, medication changes, compliance packaging, medications that may need to be specially ordered [e.g., Low Molecular Weight Heparins])</li> </ul> </li> <li>• Discuss if medication delivery is unavailable or if patient needs to arrange for a caregiver to pick up or find an alternative pharmacy with a delivery option.</li> <li>• Community pharmacy's timelines for filling and delivering medications</li> <li>• Advise community pharmacy to follow-up with patient if they haven't delivered medications within 24 hours of planned discharge</li> </ul>
6.	<p>Fax the following documents to the healthcare providers listed below (or request Unit Clerk to fax if required):</p> <ul style="list-style-type: none"> <li>• Community pharmacy: <ul style="list-style-type: none"> <li>○ Community pharmacy fax cover letter "NOTIFICATION OF DISCHARGE FROM HOSPITAL FOR PATIENTS WITH CONFIRMED COVID-19 (Community Pharmacy)" (update with any changes to plan as discussed with community pharmacy if required)</li> <li>○ Discharge Medication Reconciliation Form or prescription</li> </ul> </li> <li>• Family Physician: <ul style="list-style-type: none"> <li>○ Physician fax cover letter "NOTIFICATION OF DISCHARGE FROM HOSPITAL FOR PATIENTS WITH CONFIRMED COVID-19 (Family Physician)"</li> <li>○ Discharge Medication Reconciliation Form or prescription</li> </ul> </li> </ul>
7.	Provide patient with a copy of the Discharge Medication Reconciliation Form and community pharmacy fax cover sheet (stamped with copy)
8.	<p>Instruct patient to call their community pharmacy once at home to ensure continuity of care and to confirm delivery instructions (or caregiver pickup), medication payment plan, and receive any important medication education</p> <p>Send patient home with patient-specific, labelled multidose products, such as inhalers or insulin, if prescribed on discharge.</p>