

TRAINING MODULE ON “NARCOTIC DRUGS & PSYCHOTROPIC SUBSTANCES”



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Which staff in the hospital needs to be trained?

1. All Doctors
2. All Nurses
3. OT Technicians
4. Purchase staff
5. Pharmacy staff
6. Palliative staff

Training topics:

1. List of narcotic drugs and psychotropic substances in the hospital.
2. Hospital policy of NDPS for:
 - i) Purchase.
 - ii) Storage.
 - iii) Prescribing, Administering.
 - iv) Re Order Level (ROL).
 - v) Reconciling with main register when ROL is reached and handing over empty vials.
 - vi) Expiry and disposal.
3. Documentation.

Training Calendar for Narcotic Drugs and Psychotropic Substances (NDPS)					
Staff Training Modules	Training Topic	Trainer	New Staff	Regular Staff	
			Induction	February	November
Doctors Module	List of NDPS used in the hospital	Hospital Designated MO for NDPS			
	Storage policy of NDPS				
	Prescribing and administering policy of NDPS				
	Documentation policy of NDPS				
	Expiry and Disposal policy of NDPS				
Nurses Module	List of NDPS used in the hospital	Hospital Designated MO for NDPS			
	Storage policy of NDPS				
	Prescribing and administering policy of NDPS				
	Documentation policy of NDPS				
	Expiry and Disposal policy of NDPS				
OT Technicians Module	List of NDPS used in the hospital	Hospital Designated MO for NDPS			
	Storage policy of NDPS				
	Administering policy of NDPS				
	Documentation policy of NDPS				
	Expiry and Disposal policy of NDPS				
Purchase/ Pharmacy/ Palliative/ Quality staff Module	List of NDPS used in the hospital	Hospital Designated MO for NDPS			
	Purchase policy of NDPS				
	Storage policy of NDPS				
	Prescribing and administering policy of NDPS				
	Documentation policy of NDPS				
	Expiry and Disposal policy of NDPS				

Questionnaire (Pre and Post Test)

1. Narcotic drugs and Psychotropic substances (NDPS) can be stored and sold by a hospital only after procuring license from regulatory authority. TRUE/FALSE?
2. NDPS should be handled cautiously
 - i) To prevent abuse by healthcare providers
 - ii) Because they are very expensive
 - iii) They come with short expiry
 - iv) All of the above
3. NDPS should be kept
 - i) Only in critical care areas
 - ii) Can be kept depending on the requirement of patient care areas
 - iii) In the pharmacy
 - iv) With the hospital superintendent

Questionnaire (Pre and Post Test)

4. NDPS are secured under lock and key by:

- i) Nursing superintendent
- ii) The senior sister on duty in each shift
- iii) A person accountable is identified in each area and documented

5. When administering NDPS registers should be maintained in each area stating

- i) Patient name, UHID
- ii) Quantity used and discarded
- iii) Prescribing doctor and administering nurse
- iv) All of the above

Documents/Records to be maintained

1. Narcotic and psychotropic drug license.
2. NDPS usage registers.
3. NDPS usage Forms.
4. Policy on NDPS use in different areas in apex manual.

Thank you