

Sample Proposed Virtual Ward/Hospital at Home Service (VW/H@H) Prescribing Flow Chart

All prescribing must be undertaken by the VW clinical team for patients admitted to the VW/H@H until point of discharge from the VW/H@H. In exceptional circumstances where GP agrees to prescribe a medicine, robust, detailed communication must take place between relevant clinicians. Where all parties have access to a centralised electronic system e.g. EMIS, prescriptions can be sent electronically to the community pharmacy of choice by the VW clinical team.

Spurious code to be set up at each ICP place with NHS Business Services Authority for VW/H@H. Where all parties do not have access to a centralised electronic record, VW team take responsibility for all prescribing and supply of all medicines until point of discharge from VW/H@H.



Prescriptions to be issued by VW/H@H clinical team using electronic system (e.g. EMIS Community) where available to ensure central electronic record accurate. Electronic transmission to community pharmacy. In exceptional circumstances where electronic access to patient record not possible issue manual FP10 and update record as soon as possible in accordance with SOP. Ensure patient flagged as VW/H@H patient on electronic system where appropriate, to enable GP prescribing record to be updated.



Where electronic prescribing is in place, prescriptions to be dispensed by community pharmacy for collection or delivery to patient's home preferably on the same day. Or prescription dispensed by hospital pharmacy and delivered to patient's home preferably on the same day.



High risk drugs (HRDs) and IV preparations will be prescribed/prepared/issued within the hospital and transported to the patient's home via the VW/H@H team. Prescribing will be undertaken for HRDs and IV preparations by the VW/H@H clinical team using local systems for prescribing and administration. The record will be scanned into the electronic patient record at discharge.



In exceptional circumstances pre-packs may be required urgently e.g. Out of Hours. Pre-packed medicines should be prescribed by the VW/H@H clinical team using local electronic systems (e.g. EMIS Community) as a PSD. FP10 is not required as supply will already be available as a pre-pack. Ensure stocks are booked out of central supply so they can be re-plenished in accordance with the local SOP. Check patient has been flagged as VW/H@H patient on electronic system where appropriate.



Once patient discharged from VW/H@H, clinical team to remove 'VW flag' where electronic prescribing is available and ongoing care to continue via GP and primary care team. Discharge letter to be sent to registered GP within 24hrs so clinical record can be updated. Clinical pharmacy team to ensure full medicines reconciliation is undertaken across key partners incl. GP, community pharmacy and care provider (where appropriate). This may involve provision of medicines devices and/or training, and potential referral into Discharge Medicines Service if appropriate.