



Nurse and Midwife Medicinal Product Prescribing Toolkit

Sample Audit Tool

June 2020

Changing practice to support service delivery

This sample audit tool can be used by registered nurse /midwife prescribers (RN/MP) to audit their prescribing practice using the Nursing and Midwifery Board of Ireland (NMBI) *Practice Standards and Guidelines for Nurses and Midwives with Prescriptive Authority* (NMBI, 2019).

Methodology

Population:	RN/MP prescription and associated documentation
Sampling:	Ten prescriptions and associated documents should be selected or more if required
Frequency of Audit:	As determined by health service providers audit process for prescribing practice and medicine management
Method:	This is a retrospective audit

Part 1: Demographic Details

Name of RN/MP: NMBI PIN:	
Work Address:	
Area of Practice:	
Date of Audit:	
Audit Planning Timeline:	Quarterly ☐ 6 monthly ☐ Annually ☐ Post incident ☐ If other please state _____
Audited by:	Signed by:

Part 2: Audit Tool

	Answer Yes / No / N/A	1	2	3	4	5	6	7	8	9	10	Total	%
Patient Assessment:													
1.	Physical examination												
2.	Present/previous history (including medications)												
3.	Relevant clinical details (examinations and investigations)												
4.	Medication interactions & contraindications												
5.	Medication Allergies												
6.	Rationale for the prescribing decision												
Prescription Writing Must:													
7.	Be legible												
8.	Have the correct name of the medicinal product												
9.	Have the correct dose of the medicinal product												
10.	Have the correct route of the medicinal product												
11.	Have the correct frequency of the medicinal product												
12.	State the name of the RN/MP including their signature (as per NMBI)												
13.	State the NMBI PIN(Personal Identification Number)												
14.	Use indelible ink including computer generated prescriptions												
15.	Be dated												
16.	State full name of the patient/service user												
17.	State the address of the patient/service user												
18.	State the date of birth where the patient/service user is under the age of 12 years												
Medication Appropriateness:													
19.	Is the medicinal product appropriate for the condition												
20.	Is there unnecessary duplication with other medicinal products												
21.	Is a relevant follow-up plan recorded												

Signature of Auditor (s): _____

Date of Audit: _____

Part 3: Audit Tool for Prescription Writing for MDA Schedule 8 Medicinal Products

	Answer Yes / No / N/A	1	2	3	4	5	6	7	8	9	10	Total	%
	The Prescription must Specify in the RN/MP Prescriber's Handwriting:												
22.	Is the prescription handwritten												
23.	The name of the controlled drug to be prescribed												
24.	Is the dose of the controlled drug to be taken by the person for whose treatment the prescription is issued												
	In the case of a Prescription for a Controlled Drug which is a Preparation the RN/MP must include:												
25.	The form and, where appropriate, the strength of the controlled drug to be supplied												
26.	Either the total quantity (in both words and figures) of the preparation or the number (in both words and figures) of dosage units, as appropriate, to be supplied												
27.	In the case of a prescription for a controlled drug which is not a preparation, the total quantity (in both words and figures) of the controlled drug to be supplied												
28.	In the case of a prescription for a total quantity to be dispensed in instalments, the number of instalments and the intervals at which instalments may be dispensed.												

Signature of Auditor (s): _____

Date of Audit: _____

Calculation of Compliance Rate Percentage

The audit tool calculates the score for the audit. The score, expressed as a percentage, is calculated by dividing the number of “yes” answers by the total of “yes” and “no” answers. “Not applicable” answers are excluded from the calculation of the percentage score.

Example:

If there are 18 “yes” and 2 “no” answers, the score is calculated as follows:

18 (yes answers) divided by 20 (total of yes and no answers) multiplied by 100.

The score in this example would be **90%**.

References

Nursing and Midwifery Board of Ireland (2019). *Practice Standards and Guidelines for Nurses and Midwives with Prescriptive Authority (4th Edn)*. Dublin: Nursing and Midwifery Board of Ireland.