Information for new Controlled Drugs Accountable Officers

Controlled Drugs Accountable Officers Network (Scotland)

Within Scotland, Controlled Drugs Accountable Officers (CDAOs) for the NHS and independent healthcare services regulated by Healthcare Improvement Scotland, the Care Inspectorate, the General Pharmaceutical Council and NHS Counter Fraud Services have the opportunity to meet at the National Controlled Drugs Accountable Officers Network (CDAON) (Scotland).

The Network provides a forum for members to share the learning to support improvement about the safe management and use of Controlled Drugs across Scotland and the UK.

Executive Group of the Controlled Drugs Accountable Officers’ Network (Scotland)

The Executive Group operates on behalf of the CDAON (Scotland) to drive the delivery of the work plans, engage with key strategic stakeholders and ensure timely actions, decision making and effective working.

Working Group of the Controlled Drugs Accountable Officers Network (Scotland)

The Working Group is the operational delivery group of the CDAON (Scotland) and is responsible for developing the operational policies and procedures to deliver the priorities agreed by the CDAON (Scotland).

Buddy/Mentorship

Buddy/mentorship arrangements can be set up for new members (NHS and non NHS) of CDAON (Scotland) to link in with NHS members to share learning and support development.

If you are new to the CDAON (Scotland) and would like to benefit this please contact one of the Administrators for the CDAO community of practice website. You can find their details on the Home page of the Website.

NHS Education for Scotland (NES) Knowledge Network–Community of Practice Website for CDAOs

The community of practice websites are ‘open websites’ designed to facilitate communication, information sharing and collaborative working between colleagues across organisational boundaries.

A range of useful material and information is available on the website including nationally agreed documentation. Most information is open to everyone but there are restrictions on some information.

http://www.knowledge.scot.nhs.uk/accountableofficers.aspx

Below are some examples of the type of information you will find on the website:
Controlled Drug Governance Induction Handbook:

The Handbook contains information and resources you are likely to need in relation to your new role. This includes links to policy documents and information sources to support you in performing your duties.

This Handbook has been produced by the Working Group of the Controlled Drugs Accountable Officers’ Network (CDAON) Scotland.


Striking a Balance: Controlled Drugs e-learning resource

This resource is available from the Evidence into Practice Portal within the NES Knowledge Network website and can be accessed by clicking on this link:

http://www.nicpld.org/NES/

The resource was originally developed by Northern Ireland and has been adapted for use in Scotland by the Working Group.

A Guide to Good Practice in the Management of Controlled Drugs in Primary Care (Version 2 September 2014):

Although this Guidance is principally aimed at developing good practice for the management, governance and use of CDs in primary care, because it addresses issues arising at the interface between primary, secondary and social care it is relevant to the management of CDs across all NHS and non-NHS settings.

http://www.knowledge.scot.nhs.uk/accountableofficers/resources.aspx

The Guidance draws on work previously undertaken by the National Prescribing Centre in England to provide guidance on the legal and good practice elements in the management of CDs. It aims to take account of legislative changes and developments in professional practice.

Other useful documents are held under professional groups, resources, education and training and FAQ (Frequently Asked Questions)

How to Join the Community of Practice Website for the Controlled Drugs Accountable Officers Network (Scotland)

Signing up to the community is easy and will ensure you receive notifications of new resources and updates.

Click on this link to the Website and follow the instructions below:

http://www.knowledge.scot.nhs.uk/accountableofficers.aspx

Welcome to the Community of Accountable Officers’ Network Scotland website. To log in please use the link at the above top left hand corner of the page. You will need your NHS Scotland Athens username and password. Once logged in a button will appear next to your name enabling you to 'Join this Community'. Please click this to become a member
Information to subscribe to alerts:

Log into the Community of Practice Website - at bottom of screen select 'subscribe'. This will open the box below. Tick for alerts when resources added - this will highlight when new approved documents are posted and available for use.