

Good Practice Guidance for Care Homes			
Permission to administer medication in food to facilitate swallowing			
Name:		Date of Birth:	
Care Home:		Date:	
Completed by:		Position:	
Assessing Capacity: Does the person have impairment, or a disturbance in the functioning, of their mind or brain? Does the impairment or disturbance mean that the person is unable to make a specific decision when they need to?		Yes/No Yes/No	
NOTE: If person is assessed to lack capacity to consent to medication being administered, refer to the care home's medicine policy and documentation regarding covert administration of medicines and ensure relevant assessments (Best Interests, Mental Capacity) and agreements are undertaken and recorded.			
Functional tests of capacity To be able to make a decision a person must be able to: <ul style="list-style-type: none"> understand the information relevant to the decision, retain that information, use or weigh that information as part of the process of making the decision communicate the decision. 		<i>Describe how assessed</i>	
If a person has capacity to consent, verbal permission to add medication to food must be gained prior to each administration. Person to sign that they agree that with the principal of administering medicine with food to facilitate swallowing, and that medication may be unlicensed in this manner		Name: Signature: Date:	
What medication is being considered for administration in food to facilitate swallowing? <i>List all medicines.</i>			
Have alternative options been considered?		list	
A Pharmacist must be involved to give advice if administration involves crushing tablets, opening capsules or combining medicines in any way with food or drink.		Name of Pharmacist: Name of Pharmacy/organisation:: Date:	
Describe the method for administering in food agreed with pharmacist <i>Describe how each medicine is to be given</i>			
Review Date:			