

SECTION 2: AREA DRUG AND THERAPEUTICS COMMITTEE AND SUBCOMMITTEES

SECTION 2.5: COMMUNICATIONS SUBCOMMITTEE

ROLE:

The Communications Subcommittee of the Area Drug and Therapeutic Committee (ADTC) takes responsibility for issuing publications and maintaining web-based information on all aspects of medicines use in NHS Greater Glasgow and Clyde. The overall aim is to ensure timely communication of ADTC policy and decisions.

TERMS OF REFERENCE:

The Communications Subcommittee will:

- develop standards and approve format for all communications using the "Postscript" banner
- provide timely communication of new drug and formulary decisions
- provide Board-wide feedback on formulary adherence and general prescribing advice
- inform health professionals of other medicine related information eg safety issues
- co-ordinate the production of regular bulletins with updates on clinical topics in conjunction with clinical colleagues
- promote and signpost to educational resources available including local guidelines
- maintain an informative and up-to-date website with appropriate levels of public access
- develop innovative methods to engage with the wide range of health professionals involved in prescribing medicines
- utilise developments in technology to promote effective communication

EXECUTIVE AND MEMBERSHIP:

This group links with all other subcommittees therefore wide representation is less important as this is integral to subcommittee structures.

Editorial Board

Prescribing Advisor (Chair)
Website support
Pharmacy & Prescribing Support Unit
Medicines Information Formulary Team

Medicines Education Pharmacist
Public Health
Medical representation from at least 1
directorate
Nurse prescriber

Steering Group

Editorial Board plus
General Practitioner from at least 1 CHP
Nurse prescriber
Pharmacy & Prescribing Support Unit
CHCP lead pharmacist
Acute services lead pharmacist

FREQUENCY OF MEETINGS:

Two monthly

ACCOUNTABILITY:

Area Drug and Therapeutics Committee

DISTRIBUTION OF MINUTES

Chair Area Drug & Therapeutics Committee