

Prescription writing

Shared care

In its guidelines on responsibility for prescribing (circular EL (91) 127) between hospitals and general practitioners, the Department of Health has advised that legal responsibility for prescribing lies with the doctor who signs the prescription.

Requirements

Prescriptions should be written legibly in ink or otherwise so as to be indelible (it is permissible to issue carbon copies of NHS prescriptions as long as they are signed in ink), should be dated, should state the name and address of the patient, the address of the prescriber, an indication of the type of prescriber, and should be signed in ink by the prescriber (computer-generated facsimile signatures do not meet the legal requirement). The age and the date of birth of the patient should preferably be stated, and it is a legal requirement in the case of prescription-only medicines to state the age for children under 12 years. These recommendations are acceptable for **prescription-only medicines**. Prescriptions for controlled drugs have additional legal requirements.


Wherever appropriate the prescriber should state the current weight of the child to enable the dose prescribed to be checked. Consideration should also be given to including the dose per unit mass e.g. mg/kg or the dose per m² body-surface area e.g. mg/m² where this would reduce error. The following should be noted:

- The strength or quantity to be contained in capsules, lozenges, tablets etc. should be stated by the prescriber. In particular, strength of liquid preparations should be clearly stated (e.g. 125 mg/5 mL).
- The unnecessary use of decimal points should be avoided, e.g. 3 mg, not 3.0 mg. Quantities of 1 gram or more should be written as 1 g etc. Quantities less than 1 gram should be written in milligrams, e.g. 500 mg, not 0.5 g. Quantities less than 1 mg should be written in micrograms, e.g. 100 micrograms, not 0.1 mg. When decimals are unavoidable a zero should be written in front of the decimal point where there is no other figure, e.g. 0.5 mL, not .5 mL. Use of the decimal point is acceptable to express a range, e.g. 0.5 to 1 g.
- 'Micrograms' and 'nanograms' should **not** be abbreviated. Similarly 'units' should **not** be abbreviated.
- The term 'millilitre' (ml or mL) is used in medicine and pharmacy, and cubic centimetre, c.c., or cm³ should not be used. (The use of capital 'L' in mL is a printing convention throughout the BNF; both 'mL' and 'ml' are recognised SI abbreviations).
- Dose and dose frequency should be stated; in the case of preparations to be taken 'as required' a **minimum dose interval** should be specified. Care should be taken to ensure children receive the correct dose of the active drug. Therefore, the dose should normally be stated in terms of the mass of the active drug (e.g. '125 mg 3 times daily'); terms such as '5 mL' or '1 tablet' should be avoided except for compound preparations. When doses other than multiples of 5 mL are prescribed for *oral liquid preparations* the dose-volume will be provided by means of an **oral syringe**, (except for preparations intended to be measured with a pipette). Suitable quantities:
 - Elixirs, Linctuses, and Paediatric Mixtures (5-mL dose), 50, 100, or 150 mL
 - Adult Mixtures (10 mL dose), 200 or 300 mL
 - Ear Drops, Eye drops, and Nasal Drops, 10 mL (or the manufacturer's pack)
 - Eye Lotions, Gargles, and Mouthwashes, 200 mL
- The names of drugs and preparations should be written clearly and **not** abbreviated, using approved titles **only**;

avoid creating generic titles for modified-release preparations.

- The quantity to be supplied may be stated by indicating the number of days of treatment required in the box provided on NHS forms. In most cases the exact amount will be supplied. This does not apply to items directed to be used as required—if the dose and frequency are not given then the quantity to be supplied needs to be stated. When several items are ordered on one form the box can be marked with the number of days of treatment provided the quantity is added for any item for which the amount cannot be calculated.
- Although directions should preferably be in **English without abbreviation**, it is recognised that some Latin abbreviations are used.

Sample prescription

Pharmacy Stamp	Age 1yr 3mths	Title, Forename, Surname & Address Master Peter Patient
	Date 2/4/2010	Flat 1 50 Stanhope Street Newtown TE22 1ST
Please don't stamp over age box		
Number of days' treatment N.B. Ensure dose is stated	5	
Endorsements	Amoxicillin oral suspension 125mg/5ml sugar-free 125mg three times daily Supply 100ml (No more items on this prescription)	
Signature of prescriber 		Date 02/07/11
For dispenser No. of Prescribers on form	Anyborough Health Authority Dr D O Good 345543 7 High Street Anytown KB1 CD2 Tel: 0111 222 333	
NHS		FP10NC0105

Prescribing by dentists

Until new prescribing arrangements are in place for NHS prescriptions, dentists should use form FP10D (GP14 in Scotland, WP10D in Wales) to prescribe only those items listed in the Dental Practitioners' Formulary. The Human Medicines Regulations 2012 does not set any limitations upon the number and variety of substances which the dentist may administer to patients in the surgery or may order by private prescription—provided the relevant legal requirements are observed the dentist may use or order whatever is required for the clinical situation. There is no statutory requirement for the dentist to communicate with a patient's medical practitioner when prescribing for dental use. There are, however, occasions when this would be in the patient's interest and such communication is to be encouraged. For legal requirements relating to prescriptions