



Cytotoxic Management Procedure

Procedure Number

CHC-CYT-011

Version Nos:

4

1. Purpose

This Procedure outlines the process for the administration of a Cytotoxic agent to patients in a manner that is safe to both staff and patients.

2. Application

This Procedure is to be followed by all clinical staff throughout the West Coast District Health Board (WCDHB).

3. Definitions

For the purposes of this Procedure:

Cytotoxic medications is taken to mean toxic compounds known to have carcinogenic, mutagenic and/or teratogenic potential.

Oncology Nurse Specialist is a oncology trained nurse who is available to act as a resource for medical and nursing staff regarding the administration and management of Cytotoxic medications.

4. Responsibilities

For the purposes of this Procedure:

all **Clinical Staff** are required to:

- provide cares and treatments as per the requirements of this Procedure
- document all observations and cares and treatments given

5. Resources Required

This Procedure requires:

- i)Cytotoxic Medication
- ii)Patient's Clinical Record
- iii)Cytotoxic Spill Kit
- iv)Protective Clothing
- v)Purple Cytotoxic Rubbish Bags

6. Process

- 1.00 Cytotoxic medications are to be prescribed by a Consultant or designated Oncology Registrar.
- 1.01 All Cytotoxic medication is to be clearly identified as Cytotoxic by the Pharmacy and on the patient's prescription sheet.
- 1.02 Cytotoxic medication is to be prescribed on the medication prescription chart.
- 1.03 The reconstitution and dispensing of Cytotoxic medications is to be performed at Christchurch Hospital pharmacy or supplied through a pharmaceutical company. No Cytotoxic agents are to be reconstituted or drawn up by non-Pharmacy staff outside of Pharmacy.



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- 1.04 Cytotoxic IV medication is to be administered by a Consultant or a Registered Nurse that is IV certified and holds a current WCDHB Cytotoxic Competency Certificate.
- 1.05 During normal work hours the administration of Cytotoxic IV medication is to occur at Grey Hospital and Buller Hospital.
- 1.06 If IV Cytotoxic medication must be administered after hours due to urgency, medical staff must take responsibility.
- 1.07 The Oncology Nurse Specialist is available to advise medical and nursing staff regarding administration and management of Cytotoxic medication.
- 1.08 Patients who have deceased and who have received Cytotoxic medication within the excretion period of the drug received (usually 48 hours) must be identified as Cytotoxic to all staff involved.
- 1.09 Patients who have received Cytotoxic medication within the excretion period of the drug received (usually 48 hours) and are transferred to another area, must be identified as Cytotoxic to all staff involved.
- 1.10 Blood specimens should not be taken from the same side as a Cytotoxic therapy in progress.
- 1.11 Patients, who have had a mastectomy with lymphodema on the side affected, should not have blood specimens taken off that side if possible.
- 1.12 Staff ,who are emptying the bladder of patients with a Cytotoxic bladder instillation, must wear the following protective clothing (*as per the requirements of the CHC Disposal Of Cytotoxic Therapy Patient's Excreta Procedure*):
 - wear nillex purple gloves;
 - mask and goggles or face-shield;
 - long sleeved impermeable material gown with cuffed sleeves.
- 1.13 If staff are to touch the site/dressing of a patient with Intrathecal Cytotoxics, the staff member must be double gloved.

7. Precautions And Considerations

- ➔ Cytotoxic medications are to be prescribed by a Consultant or Oncology Registrar.
- ➔ The reconstitution and dispensing of Cytotoxic medications is to be performed only by Christchurch Pharmacy or a pharmaceutical company.
- ➔ Cytotoxic IV medication is to be administered by a registered nurse that is IV certified and holds a current WCDHB Cytotoxic Competency Certificate or medical staff.



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8. References

The Cytotoxics Handbook, 1997, 3rd Edition, Radcliffe Medical Press.

Canterbury DHB Policy and Procedure Manual, Christchurch Hospital Vol F Fluid and Medication management Section 15

WCDHB Oncology/Cytotoxic Procedures

Revision History	Version:	4
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