



# Outpatient Supply of Non-PBS Medications Policy

## 1. Background

In general, outpatient medications are not supplied from WACHS pharmacy departments. Where possible, medications required for the ongoing management of acute or chronic conditions are to be obtained from the nearest community pharmacy. In certain circumstances, outpatients may require access to subsidised non-PBS medications. The following outlines the circumstances in which non-PBS medications are to be supplied.

## 2. Policy Statement

Non-PBS pharmaceutical may be provided from a WA Country Health Service (WACHS) hospital to disadvantaged patients where specific criteria are met and approval granted in accordance with this policy. All patient charges are as per the [WA Health Fees and Charges Manual](#).

The patient's doctor makes a request for non-PBS medication by completing the WACHS Individual Patient Approval Form or equivalent regional approved form (accessible from the region's pharmacy department).

The form is submitted to either the Regional Medical Director or the Drugs and Therapeutics Committee (or equivalent) who will assess the application against the criteria. All criteria must be met for approval to be granted.

### 2.1 Criteria

- The medication is to be prescribed as per the WA State-wide Medicines Formulary. If not, an Individual Patient Approval (IPA) application process will need to be approved by the region's Drugs and Therapeutics Committee or equivalent.
- The medication is not available under any other scheme e.g. PBS, RPBS, Silver Chain programs, Stoma Appliance Scheme.
- Patient procurement through normal channels would be beyond the reasonable financial resources of the patient. This assessment is to consider the concession card status of the patient, the cost of the medication, and the length of time the medications will be required.
- The medication must be essential for the medical treatment of the patient.
- Where alternatives exist, including PBS listed medications, these have been tried and found to be inappropriate. The reasons alternate treatments have failed or are not considered appropriate should be documented in the application
- The medications are for a chronic medical condition requiring long-term treatment or for short-term conditions requiring very expensive medications.

### 2.2 Approval periods

- Approvals will initially be granted for a maximum of twelve months. At the end of the approved time, the patient's doctor is required to assess the need to continue the use of the medication and the patient's best clinical options, including other alternatives.
- If continued use is desired, reapplication in writing with confirmation of a satisfactory response will be necessary every 12 months.

### 2.3 Financial criteria

The following cost associated criteria must be adhered to:

- Medication costs less than \$1000 per annum may be approved by the regional chief pharmacist for noting at the regional DTC or equivalent
- Medications costs between \$1000 and \$10,000 per annum require approval by tier 4 staff or higher with support from the regional DTC or equivalent
- Medication costs greater than \$10,000 per annum require regional director approval with support from the regional DTC or equivalent

In certain circumstances, a regional Drugs and Therapeutics Committee or equivalent may define indications or patient cohorts that can receive outpatient supply of Non-PBS medications, without the need for additional approval. This should be reviewed annually.

## 3. Definitions

<b>State Medicines Formulary (SMF)</b>	The WA State-wide Medicines Formulary is a single list of approved medicines which may be initiated in public hospitals in WA, along with any restrictions and guidance that may be in place on the prescribing of that medicine. Accessible via <a href="#">Formulary One</a> .
<b>Drugs and Therapeutics Committee or equivalent authority (DTC)</b>	A multidisciplinary committee with a commitment responsibility for the overall governance of the medicines management system in their region to ensure the judicious, appropriate, safe, effective and cost-effective use of medicines.
<b>Pharmaceutical Benefit Scheme (PBS)</b>	The PBS Schedule lists all of the medicines available to be dispensed to patients at a Government-subsidised price. The Schedule is part of the wider Pharmaceutical Benefits Scheme managed by the Department of Health and Ageing and administered by Medicare Australia. The Scheme is available to all Australian residents who hold a current Medicare card.  Overseas visitors from countries with which Australia has a Reciprocal Health Care Agreement (RHCA) are also eligible to access the Scheme. For more details, refer to the <a href="#">WA Health Fees and Charges Manual</a> .

### 4. Roles and Responsibilities

**Regional medical director** as outlined in this policy.

**All Staff** are required to work within policies and guidelines to make sure that WACHS is a safe, equitable and positive place to be.

### 5. Compliance

Failure to comply with this policy may constitute a breach of the WA Health Code of Conduct (Code). The Code is part of the [Integrity Policy Framework](#) issued pursuant to section 26 of the [Health Services Act 2016](#) (WA) and is binding on all WACHS staff which for this purpose includes trainees, students, volunteers, researchers, contractors for service (including all visiting health professionals and agency staff) and persons delivering training or education within WACHS.

All revenue documentation is subject to review by Internal Audit and/or the Office of the Auditor General, to ascertain compliance with this Policy, and any other applicable policies or legislation.

WACHS staff are reminded that compliance with all policies is mandatory.

### 6. Records Management

All WACHS clinical records must be managed in accordance with [Health Record Management Policy](#).

### 7. Evaluation

Evaluation of this policy is to be carried out by the regional chief pharmacist. The following means are to be used:

- Monthly audit and reporting to regional Drugs and Therapeutics Committee or equivalent.

### 8. Standards

[National Safety and Quality Health Service Standards](#) – 4.1, 4.2, 4.4

### 9. Legislation

[Medicine and Poison Act 2014](#)  
[Medicine and Poison Regulations 2016](#)

### 10. References

[Pharmaceutical Benefits Scheme Formulary One](#)

## 11. Related Forms

WACHS [Request for Supply of Non-PBS Pharmaceutical or Medical Supplies Form](#)

## 12. Related Policy Documents

Nil

## 13. Related WA Health System Policies

MP 0077/18 [Statewide Medicines Formulary Policy](#)  
[WA Health Fees and Charges Manual](#)

## 14. Policy Framework

[Clinical Governance, Safety and Quality](#)

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