

Authorisation of antiviral medicines

*Guidance on the use of FP10SS forms and
Antiviral Authorisation Vouchers during the
H1N1 (swine flu) pandemic in England*

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Authorisation of antiviral medicines

*Guidance on the use of FP10SS forms and
Antiviral Authorisation Vouchers during the
H1N1 (swine flu) pandemic in England*

Prepared by the Department of Health in collaboration with the
NHS Counter Fraud and Security Management Service



Counter Fraud and
Security Management Service

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1. Introduction

A guidance document on the use of Antiviral Authorisation Vouchers has previously been issued in July 2009.

This new guidance is being issued for two reasons:

1. Authorisation of antiviral medicines using Antiviral Authorisation Vouchers **as well as** specifically endorsed FP10SS forms has now been enabled.
2. A change in the recommended dose for oseltamivir for children 6 months and over and up to 1 year of age from 2mg/kg to 3mg/kg has been announced by the European Commission.

Authorisation of antiviral medicines

The Royal College of General Practitioners (RCGP), the National Patient Safety Agency and the Department of Health (DH) met together with a GP and a pharmacist to carry out a safety assessment to scope the risks and benefits of using the FP10SS prescription forms and the nationally printed vouchers to authorise the supply of antiviral medicines.

The RCGP, the General Practitioners Committee of the British Medical Association (BMA) and DH reviewed the outcome of the safety assessment and reached a unanimous decision that generating authorisations for children aged 13 and over and for adult patients via the GP's computer system was the safest option. However, for children under 13 years of age, the benefits to patient safety of using the Antiviral Authorisation Vouchers outweighed the advantages of using the GP computer system to authorise antiviral medicines.

As an example: the dose of the 15mg in 1ml oseltamivir solution, which is the preferred agent for use in children under 1 year of age, can be easily selected on the Antiviral Authorisation Vouchers based on the weight range of the child. GP software systems do not support the selection of this product; they only support the selection of the 12mg in 1ml Tamiflu suspension manufactured by Roche. The majority of stock held at primary care trusts (PCTs) is the 15mg in 1ml solution. If only 12mg in 1ml suspension is authorised, the antiviral collection point (ACP) may not be able to supply this product. Authorisers are therefore required to state the appropriate dose for both preparations, which can be easily done using Antiviral Authorisation Vouchers.

This change was communicated to the NHS in the letter *Swine flu: Authorisation of the supply of antivirals*, which can be accessed at: www.dh.gov.uk/en/Publicationsandstatistics/Lettersandcirculars/DH_104491

Chapter 2 provides more details on Antiviral Authorisation Vouchers and FP10SS forms and how they should be completed/endorsed.

Variation in the marketing authorisation for oseltamivir for children 6 months and over and up to 1 year of age

The European Commission has accepted the advice of the European Medicines Evaluation Agency to change the recommended dose of Tamiflu for children aged 6 months and over and up to 1 year of age from 2mg per kg body weight to 3mg per kg. This follows the introduction of this dose to the marketing authorisation following the presentation of evidence from Roche, the manufacturer of Tamiflu.

The recommended dose for children under 6 months of age from DH remains at 2mg/kg.

Accessing Antiviral Authorisation Vouchers

New vouchers have been developed to take account of the new dosage recommendations and the safety assessment.

There are now three types of Antiviral Authorisation Vouchers:

- for children under 6 months of age (green) (AVBU6 0809)
- for children 6 months and over and up to 1 year of age (red) (AVBO6 0809)
- for patients aged 1 year and over (orange) (AVA 0809)

The new Antiviral Authorisation Vouchers will be distributed directly to GP practices, health centres and out-of-hours services.

The new vouchers should be used as soon as they have been received and will replace the previous Antiviral Authorisation Vouchers AVA 0709 and AVB 0709.

On receipt of the new Antiviral Authorisation Vouchers, pre-existing Antiviral Authorisation Vouchers must no longer be used and have to be securely destroyed in the presence of a suitable witness of appropriate seniority. A record of destruction should be made with the following details:

- name of person authorising destruction
- quantity and serial numbers of Antiviral Authorisation Vouchers destroyed
- names and signatures of the person destroying the vouchers and of the witness
- date of destruction
- method of destruction.

To access additional Antiviral Authorisation Vouchers, follow the ordering process described in chapter 4 of this guidance.

Background of the voucher scheme

Since the National Pandemic Flu Service was launched in July 2009, the majority of patients have used this route to access antiviral medicines. Upon successful assessment, the patient receives a unique reference number (URN), which needs to be presented at the ACP by a 'flu friend' in order for them to collect the appropriate antiviral medicine on the patient's behalf.

However, in some situations patients are not able to use or access the National Pandemic Flu Service:

- Children under 1 year old are at particular risk of severe or complicated influenza, and require liquid antiviral medicines in a tailored dose based on their weight. These children **must** be assessed by a GP or a healthcare professional who is experienced in the care of children, to establish if other medical care is needed in addition to authorisation of antiviral medicine. This medical assessment must not prevent or unduly delay the authorisation of antiviral medicine.
- Some people may have language difficulties, may not be familiar with using the internet or may not want to use the telephone.
- In some situations it may not be appropriate for older children and adults to be assessed by the service; they may need to be seen by a GP or a healthcare professional who will then authorise the correct antiviral medicine. These groups could include patients from hard-to-reach groups (homeless people and refugees), looked-after children or people requiring adjustment of their treatment due to side effects. This also includes instances when patients are visited in their home.
- There might also be rare occasions when clinical judgement indicates a need for antiviral medicines not provided for by the National Pandemic Flu Service, such as a second or longer course of antiviral medicine or if the antiviral medicine needs to be authorised for prophylaxis. Antiviral medicines for prophylaxis may only be authorised by a GP or other healthcare professional. Guidance is being developed which will list the specified groups of patients who may rarely be considered for supply of antiviral medicines for prophylaxis.

In these situations, access to antiviral medicines from the national stockpile is being facilitated through the use of Antiviral Authorisation Vouchers by GPs, other healthcare professionals and individuals authorised by PCTs and through specifically endorsed FP10SS forms used only by GPs and other qualified prescribers.

The legislation that covers General Medical Services (GMS) contracts and Personal Medical Services (PMS) agreements has been amended to allow that Antiviral Authorisation Vouchers can be used or, in the case of a patient being under 13 years old, must be used within these contractual frameworks.

Antiviral Authorisation Vouchers have been produced for GPs, healthcare professionals and any other staff who have been authorised by a PCT – in accordance with the overall national protocol for authorisation and supply of antiviral medicines authorised by DH to use during the pandemic.

Antiviral Authorisation Vouchers are for use in England only.

2. Authorising antiviral medicines

As mentioned in chapter 1, a decision has been made following a risk assessment that in addition to Antiviral Authorisation Vouchers, specifically endorsed FP10SS forms can be used in certain instances to authorise antiviral medicines.

This chapter provides further information on the use of Antiviral Authorisation Vouchers and FP10SS forms and how they should be completed/endorsed.

Use of Antiviral Authorisation Vouchers and standard prescription forms (FP10SS)

Antiviral Authorisation Vouchers:

- **must** be used to authorise antiviral medicines for **children under the age of 13** and should be used for any patient if the GP is unable to use the GP computer system
- may be signed by anyone authorised by the PCT according to the national protocol (in addition to GPs and healthcare professionals) allowing more flexibility and less pressure on GPs/healthcare professionals
- provide advice on dosages used for both oseltamivir (Tamiflu) and zanamivir (Relenza) based on age and weight for children under the age of 13 (a list of dosages for all age and weight bands is provided in Annex B)
- ensure that only standardised doses and quantities can be authorised. This helps to minimise any misunderstandings and/or confusion and errors at ACPs
- are secure stationery that use the same security features as an FP10SS, which significantly reduces the risk of fraud.

FP10SS forms:

- **should** be used to authorise antiviral medicines for **adults and children aged 13 and over** unless the GP is unable to use the GP computer system, in which case they should use the Antiviral Authorisation Voucher
- allow a record of the authorisation to be automatically included in the patient electronic record
- remove the risk of illegible handwriting and ambiguous dosing instructions. This helps to minimise any misunderstandings and/or confusion and errors at ACPs.

Important

When using an FP10SS form to authorise antiviral medicines:

- use the right-hand side (white section) of the form
- endorse the form with the letters 'ACP'
- void the left-hand side (green section) of the form.

Do **NOT** prescribe any other medicines on the same form. ACPs are only authorised to issue antiviral medicines to flu friends on behalf of patients. They will not be able to obtain any other medicines from ACPs.

Completing Antiviral Authorisation Vouchers

Antiviral Authorisation Vouchers must be completed fully and accurately using legible handwriting and permanent dark ink.

Antiviral Authorisation Vouchers should be completed manually and are not designed to go through GP prescribing systems.

To reduce the risk of theft and misuse, never pre-sign blank Antiviral Authorisation Vouchers (see chapter 3).

Completing vouchers for children under the age of 1

There are two kinds of vouchers for authorising antiviral medicines for children under the age of 1:

- for children under the age of 6 months (green) (AVBU6 0809)
- for children aged 6 months and over and up to 1 year of age (red) (AVBO6 0809)

1. Indicate whether the antiviral medicine is authorised for **treatment or prophylaxis** by ticking the appropriate box.

Caution

The post-exposure prophylaxis of children below 1 year of age should be very carefully considered by GPs and healthcare professionals assessing children in this age group. It may be helpful to seek the advice of a specialist.

2. Clearly circle the required dose in ml for **both** preparations in the tables on the left-hand side.

There are two preparations of liquid oseltamivir for children under the age of 1 year. The authoriser must clearly circle the correct dose in ml for **both** preparations of oseltamivir based on the weight range.

The two preparations are of a different strength:

- Tamiflu suspension manufactured by Roche is presented as **12mg in 1ml**.
- Oseltamivir solution manufactured by designated hospital pharmacy manufacturing units is presented as **15mg in 1ml**.

Please be aware that the 15mg in 1ml solution is the preparation which is most likely to be supplied at ACPs.

3. Fill in patient details, including name, gender, date of birth, weight and address (including postcode).
4. Fill in authoriser details (see page 9).

Completing vouchers for patients aged 1 year and over (AVA 0809)

1. Indicate whether the antiviral medicine is authorised for **treatment or prophylaxis** by ticking the appropriate box.
2. Tick the required dose for oseltamivir (Tamiflu) **or** zanamivir (Relenza).

Oseltamivir (Tamiflu)

For children aged 1 year and over, the authoriser must tick the required oseltamivir (Tamiflu) capsule strength based on the child's weight, or age band when weight is not known. Weight of the child is preferable, if it is available. However, it is recognised that during a pandemic it may not always be easy to weigh a child. For children who are obviously very over- or underweight, every effort should be made to weigh the child, and base the dose on the weight of the child.

For adults, tick either oseltamivir (Tamiflu) 75mg or zanamivir (Relenza).

Zanamivir (Relenza) (for children from 5 years and over and adults)

Zanamivir is indicated for patients with severe renal failure. Patients with renal failure may carry a card or a leaflet provided by their renal unit. The Medicines and Healthcare products Regulatory Agency (MHRA) has provided guidance on dosage of oseltamivir for people with renal problems.

Pregnant women

Early initiation of antiviral treatment for pregnant women with influenza is recommended.

Pregnant women presenting with uncomplicated illness due to influenza, and who have no evidence of systemic disease, can be offered either zanamivir (Relenza) or oseltamivir (Tamiflu). In view of the lower systemic exposure, zanamivir is recommended as first choice although either drug can be used. If the patient suffers with conditions such as asthma or chronic pulmonary disease, or may have difficulty with an inhaled preparation, oseltamivir should be used.

Pregnant women developing severe, systemic or complicated disease due to influenza will typically be treated as an inpatient and should be offered treatment with oseltamivir.

3. Fill in patient details, including name, gender, date of birth and address (including postcode).
4. Fill in authoriser details (see page 9).

Providing authoriser contact details (for all vouchers)

<p>Name of authorising GP/ healthcare professional</p>	<p>Prescribers Name</p> <p>Healthcare professionals and other authorised staff Name, as well as the name of the PCT providing authorisation</p> <p><i>Please note:</i> PCTs can authorise any individuals to issue Antiviral Authorisation Vouchers, in accordance with the national protocol.</p> <p>Authorisers who are not registered healthcare professionals should put a line through ‘of authorising GP/healthcare professional’.</p> <p>Children under the age of 1 must be seen by a GP or healthcare professional who is experienced in the care of children.</p>
<p>Address</p>	<p>Address of the authoriser, including postcode</p> <p>A GP may use the GP practice stamp in this section (provided that address details on the practice stamp are up to date).</p>
<p>Telephone</p>	<p>Telephone number where the authoriser can be contacted</p>
<p>Signature</p>	<p>Signature of the authoriser</p>
<p>Date</p>	<p>Date the antiviral medicine was authorised</p>

Completing an FP10SS form for patients aged 13 years and over

Follow the steps below when using a standard prescription form to issue antiviral medicines to patients aged 13 years and over.

Important

When using an FP10SS form to authorise antiviral medicines, do **NOT** prescribe any other medicines on the same form and endorse the right-hand side of the form with 'ACP'.

1. Issue an FP10SS form as if issuing a private prescription (using the right-hand side (white section) of the FP10SS form).
2. Void the left-hand side (green section) of the FP10SS form. This can be done by simply crossing out the left-hand side (green section) of the FP10SS form.
3. Endorse the form with the letters 'ACP'. This is important, as ACPs need to be clear that this form is the legitimate form for authorising the supply of an antiviral medicine and that it is **not** a private prescription. There should be no need to issue private prescriptions for antiviral medicines to treat influenza and doing so is strongly discouraged.
4. Indicate clearly whether the antiviral medicine is authorised for **treatment or prophylaxis**.
5. Use the following format for dosing instructions and quantities:

Oseltamivir (Tamiflu)

For treatment	ONE 75mg capsule to be taken twice a day for 5 days
For prophylaxis	ONE 75mg capsule to be taken once a day for 10 days

Zanamivir (Relenza)

For treatment	TWO 5mg blisters to be inhaled twice a day for 5 days
For prophylaxis	TWO 5mg blisters to be inhaled once a day for 10 days

This is important, as it will ensure that instructions to ACP staff are clear. Any deviation from these will lead to additional work and potential misunderstanding, errors, confusion and delay.

6. Ensure that the patient details are complete and correct.
7. Ensure that the GP/prescriber contact details are complete and correct.
8. Sign and date the form.

Following completion of the Antiviral Authorisation Voucher/endorsed FP10SS form

Upon completion, the voucher/endorsed FP10SS form is given to the patient/flu friend to be taken to the ACP.

ACP staff will supply the authorised antiviral medicine against the voucher/endorsed FP10SS form and then retain the voucher or FP10SS form at the ACP.

3. Security of Antiviral Authorisation Vouchers

This chapter of the guidance provides detailed information on the security measures and stock control processes that should be used.

Antiviral Authorisation Vouchers are secure forms and should be given the same security considerations as other secure forms such as NHS prescription forms and controlled drug stationery. These forms are Crown copyright and should not be reproduced. A copy of the Antiviral Authorisation Vouchers can be found in Annex A of this document. Guidance on the security of prescription forms is available at: www.nhsbsa.nhs.uk/security

Staff should treat Antiviral Authorisation Vouchers as secure items. When not in use, vouchers should be stored in a locked cupboard in a secure room or area that is only accessible to authorised staff.

This chapter provides information for organisations authorised by the PCT to issue Antiviral Authorisation Vouchers (referred to as authorised organisations) on the handling and ordering of vouchers and covers the following:

- receipt of new Antiviral Authorisation Vouchers
- storage and stock control
- action for staff in possession of individual Antiviral Authorisation Vouchers.

Authorised organisations should ensure that a designated member of staff of an appropriate grade/level of responsibility oversees the whole process for the receipt, storage, transfer and ordering of Antiviral Authorisation Vouchers. Robust procedures and systems should be implemented and maintained to ensure the security of Antiviral Authorisation Vouchers. A deputy should be nominated to cover in the event of the designated staff member's absence.

Receipt of new Antiviral Authorisation Vouchers

The authorised organisation will have been notified of the delivery of vouchers.

The designated staff member should:

- remain vigilant for delivery of Antiviral Authorisation Vouchers and notify the PCT if the vouchers (pads) do not arrive in the expected timeframe
- thoroughly check the delivery against the order and delivery note and check that the correct number of Antiviral Authorisation Vouchers (pads) is received **before the driver leaves**
- check that the packaging is sealed and unbroken, and only then sign for the delivery

- as soon as practicable, check the package(s) and serial numbers of the Antiviral Authorisation Vouchers (pads) against the delivery note
- record receipt of the delivery in line with local protocols for recording the delivery and onward storage of secure stationery
- notify the supplier and the PCT if there are any discrepancies.

Storage and stock control

Authorised organisations should ensure that there are appropriate policies and procedures in place for the secure storage and distribution of Antiviral Authorisation Voucher stock. The designated staff member of the authorised organisation should consult their nominated Local Security Management Specialist (LSMS) for advice on this and any other security management issue regarding storage of Antiviral Authorisation Vouchers.

The general arrangements for the management and secure storage of Antiviral Authorisation Vouchers should ensure that:

- stock is stored in a locked cupboard in a secure room or area with access limited to authorised staff only
- excess stock is not stored in patient or public areas, or left unattended in those areas
- keys/access to the secure area is strictly controlled (for example by making a record of keys issued or ensuring that an authorisation procedure for access to the area is implemented)
- a clear and unambiguous audit trail of records and controls is in place for Antiviral Authorisation Vouchers, ensuring that:
 - Antiviral Authorisation Vouchers are issued and distributed by designated staff members to authorised staff
 - the date on which the Antiviral Authorisation Vouchers are issued is recorded
 - the name of the individual who issued the Antiviral Authorisation Vouchers is recorded
 - the name of the individual to whom the Antiviral Authorisation Vouchers are issued is recorded
 - the signatures of the individuals distributing and receiving the Antiviral Authorisation Vouchers are recorded
 - the quantity and serial numbers of the Antiviral Authorisation Vouchers issued are recorded.

Templates for stock control are available in Annexes C–E of this document.

There may be circumstances when Antiviral Authorisation Vouchers pads need to be split between authorised staff. The need to maintain a clear and unambiguous audit trail is of utmost importance here (see Annex E).

Actions for staff in possession of individual Antiviral Authorisation Vouchers

Staff issued with individual Antiviral Authorisation Vouchers should keep a note of all the serial numbers of all the vouchers in their possession at the end of their session/working day.

To reduce the risk of theft and misuse, staff should:

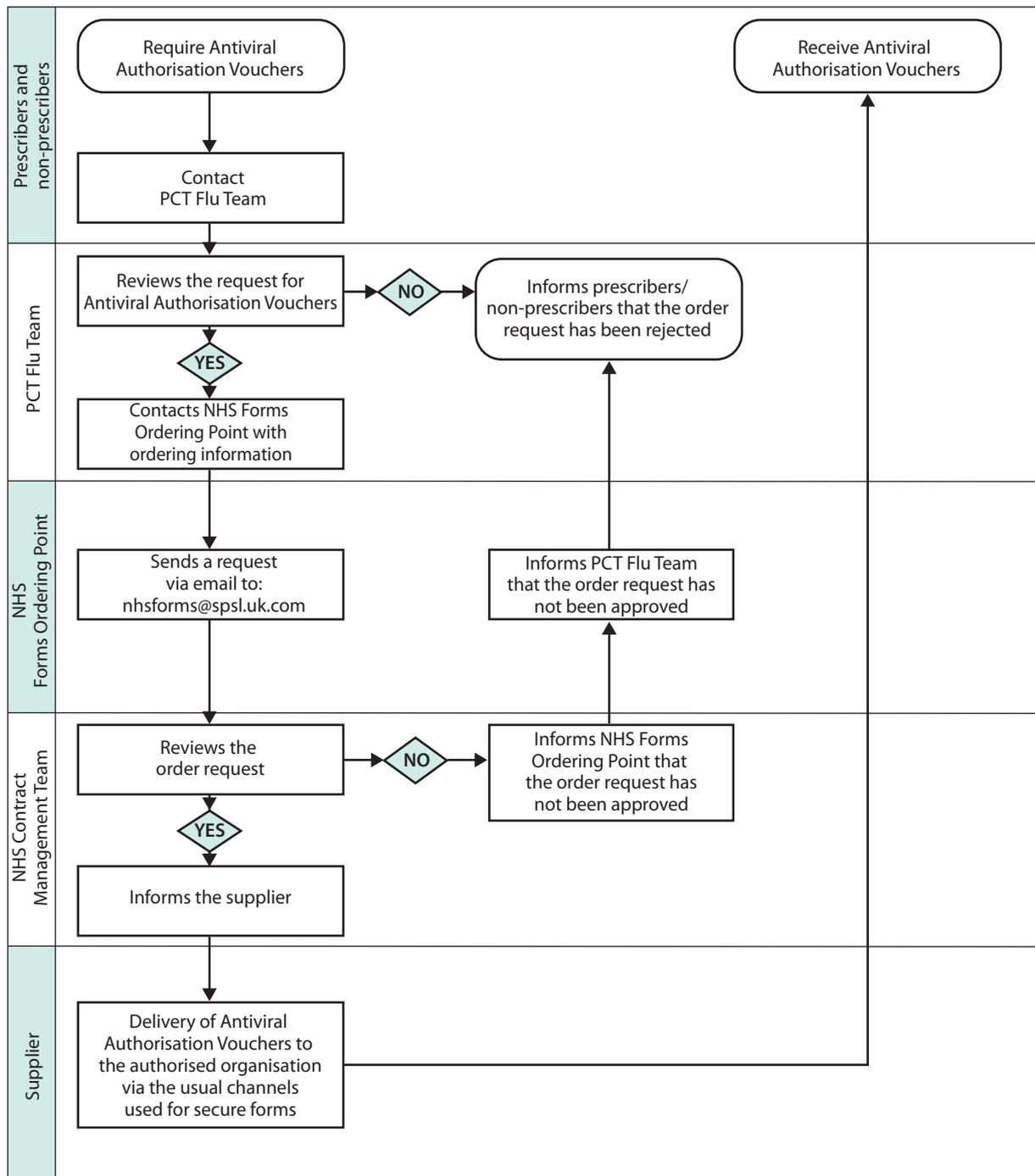
- limit the number of individual vouchers they carry on their person
- never pre-sign blank Antiviral Authorisation Vouchers.

Staff on home visits should keep Antiviral Authorisation Vouchers secure, ideally by keeping them on their person at all times or, if they must leave items in their vehicle, ensuring that they are out of sight and that the vehicle is locked. Antiviral Authorisation Vouchers should **not** be left in vehicles overnight.

Antiviral Authorisation Vouchers should never be left on a desk in an unlocked room, particularly if the public or unauthorised personnel have access to it.

4. Ordering

This flowchart explains the ordering process for Antiviral Authorisation Vouchers.



5. Lost, stolen or missing Antiviral Authorisation Vouchers

Problems with the delivery

If the Antiviral Authorisation Voucher stock does not arrive on the due date, the designated staff member of the authorised organisation should notify the supplier and PCT of the missing Antiviral Authorisation Vouchers, so that enquiries can be made at an early stage.

This can be done by:

- phoning the supplier helpline on **0845 610 1112** or
- emailing nhsforms@spsl.uk.com.

If there are any irregularities at delivery stage, the delivery driver should be asked to remain on site while the supplier and PCT are contacted to check the details of the delivery.

If the delivery arrives and the packages appear to be unsealed or the seal is broken, do not sign for this consignment.

Return the consignment and contact the supplier and the PCT immediately.

Missing Antiviral Authorisation Vouchers

If Antiviral Authorisation Vouchers are missing, ensure that local risk management processes are followed and notify:

- the designated person locally, eg the practice manager
- the appropriate officers at the PCT, including the LSMS and the Flu Team and
- the police as required.

6. Fraudulent activity

Antiviral Authorisation Vouchers have the same security features as prescription forms.

If it is suspected that a presented Antiviral Authorisation Voucher is forged:

- notify:
 - the police
 - the local counter fraud specialist and the Flu Team at the PCT
 - the NHS Counter Fraud Service on **0800 028 40 60**
- fill in the appropriate incident form and follow the local risk management process.

Annex A – Antiviral Authorisation Vouchers

**AUTHORISATION VOUCHER – ANTIVIRALS FOR CHILDREN
UNDER 6 MONTHS OF AGE**



OSELTAMIVIR solution 15mg in 1ml Dose calculation based on weight and dose of 2mg/kg	
Weight range in kg	Dose to be given in ml
3.0 – 3.6	0.4
3.7 – 4.3	0.5
4.4 – 5.0	0.6
5.1 – 5.7	0.7
5.8 – 6.4	0.8
6.5 – 7.1	0.9
7.2 – 7.8	1.0
7.9 – 8.5	1.1
8.6 – 9.2	1.2
9.3 – 9.9	1.3

TAMIFLU® suspension (oseltamivir) 12mg in 1ml Dose calculation based on weight and dose of 2mg/kg	
Weight range in kg	Dose to be given in ml
3.0 – 3.5	0.5
3.6 – 4.1	0.6
4.2 – 4.7	0.7
4.8 – 5.3	0.8
5.4 – 5.9	0.9
6.0 – 6.5	1.0
6.6 – 7.1	1.1
7.2 – 7.7	1.2
7.8 – 8.3	1.3
8.4 – 8.9	1.4
9.0 – 9.5	1.5

Treatment **2mg/kg** given twice a day for 5 days

Prophylaxis **2mg/kg** given once a day for 10 days

GPs/HEALTHCARE PROFESSIONALS:

Please tick above whether oseltamivir is authorised for treatment **OR** prophylaxis

Circle the required dose for **BOTH** preparations in the tables on the left hand side

[Oseltamivir is available in two forms: solution (15mg in 1ml) and suspension (12mg in 1ml). Depending on stock levels, either or both may be available at antiviral collection points.]

ISSUING STAFF:

Please issue only **ONE** of these preparations

When issuing oseltamivir solution 15mg in 1ml please issue 1 x 20ml bottle as shown in the table.

For the supply of oseltamivir

Name of child:..... M/F:.....

Date of birth:..... Weight:..... kg

Address:.....

I have today assessed the above child. I confirm that he/she has an influenza-like illness. I therefore authorise the supply of oseltamivir solution OR suspension in the dose indicated in the table.

Name of authorising GP/healthcare professional:.....

Address (Practice Stamp):.....

Telephone:.....

Signature:.....

Date:.....

XXXXXXXXXX

**AUTHORISATION VOUCHER – ANTIVIRALS FOR CHILDREN
6 MONTHS AND OVER AND UP TO 1 YEAR OF AGE**



OSELTAMIVIR solution 15mg in 1ml Dose calculation based on weight and dose of 3mg/kg	
Weight range in kg	Dose to be given in ml
6.0 – 6.4	1.2
6.5 – 6.9	1.3
7.0 – 7.4	1.4
7.5 – 7.9	1.5
8.0 – 8.4	1.6
8.5 – 8.9	1.7
9.0 – 9.4	1.8
9.5 – 9.9	1.9
10.0 – 10.4	2.0
10.5 – 10.9	2.1
11.0 – 11.4	2.2
11.5 – 11.9	2.3
12.0 – 12.4	2.4

TAMIFLU® suspension (oseltamivir) 12mg in 1ml Dose calculation based on weight and dose of 3mg/kg	
Weight range in kg	Dose to be given in ml
6.0 – 6.3	1.5
6.4 – 6.7	1.6
6.8 – 7.1	1.7
7.2 – 7.5	1.8
7.6 – 7.9	1.9
8.0 – 8.3	2.0
8.4 – 8.7	2.1
8.8 – 9.1	2.2
9.2 – 9.5	2.3
9.6 – 9.9	2.4
10.0 – 10.3	2.5
10.4 – 10.7	2.6
10.8 – 11.1	2.7
11.2 – 11.5	2.8
11.6 – 11.9	2.9
12.0 – 12.3	3.0

Treatment **3mg/kg** given twice a day for 5 days

Prophylaxis **3mg/kg** given once a day for 10 days

GPs/HEALTHCARE PROFESSIONALS:
 Please tick above whether oseltamivir is authorised for treatment **OR** prophylaxis
 Circle the required dose for **BOTH** preparations in the tables on the left hand side
 [Oseltamivir is available in two forms: solution (15mg in 1ml) and suspension (12mg in 1ml). Depending on stock levels, either or both may be available at antiviral collection points.]

ISSUING STAFF:
 Please issue only **ONE** of these preparations
 When issuing oseltamivir solution 15mg in 1ml for children of 9.5kg or over please issue 2 x 20ml bottles as shown in the table.

For the supply of oseltamivir

Name of child:..... M/F:.....

Date of birth:..... Weight:.....kg

Address:.....

I have today assessed the above child. I confirm that he/she has an influenza-like illness. I therefore authorise the supply of oseltamivir solution OR suspension in the dose indicated in the table.

Name of authorising GP/healthcare professional:.....

Address (Practice Stamp):.....

Telephone:.....

Signature:.....

Date:.....

XXXXXXXXXXXX

**AUTHORISATION VOUCHER – ANTIVIRALS FOR PATIENTS
AGED 1 YEAR AND OVER**



GPs/HEALTHCARE PROFESSIONALS:

Treatment	Dose given twice a day for 5 days	<input type="checkbox"/>	Please tick whether the antiviral is authorised for treatment OR prophylaxis
Prophylaxis	Dose given once a day for 10 days	<input type="checkbox"/>	

Please tick the required dose for **oseltamivir** **OR** **zanamivir** in the tables below:

Oseltamivir (Tamiflu®)		
Age of patient	Weight in kg (child only – preferred if available)	Dose Frequency and duration as indicated above
Aged from 1 year to under 3	Less than 15kg	ONE 30mg capsule <input type="checkbox"/>
Aged from 3 years to under 7	15 – 23kg	ONE 45mg capsule <input type="checkbox"/>
Aged from 7 years to under 13	23 – 40kg	TWO 30mg capsules <input type="checkbox"/>
Aged from 13 years and over	Over 40kg	ONE 75mg capsule <input type="checkbox"/>

Zanamivir (Relenza®)	
Age group	Dose Frequency and duration as indicated above
Aged from 5 years and over	TWO 5mg blisters to be inhaled (using the 'Diskhaler') <input type="checkbox"/>

Name of patient:..... M/F:.....
 Date of birth:.....
 Address:.....

I have today assessed the above patient. I confirm that he/she has an influenza-like illness.
 I therefore authorise the supply of antiviral medicines **oseltamivir** (Tamiflu®) **OR** **zanamivir** (Relenza®) in the dose indicated in the table above.

Name of authorising GP/healthcare professional:

 Address (Practice Stamp):

 Telephone:.....
 Signature:..... Date:.....

XXXXXXXXXX

Annex B – Dosage table for antiviral medicines

Oseltamivir (Tamiflu)

Under 6 months	
Treatment	2mg per kg twice a day for 5 days
Prophylaxis	2mg per kg once a day for 10 days
6 months and over and under 1 year of age	
Treatment	3mg per kg twice a day for 5 days
Prophylaxis	3mg per kg once a day for 10 days
From 1 year to under 3 years (< 15kg)	
Treatment	ONE 30mg capsule twice a day for 5 days
Prophylaxis	ONE 30mg capsule once a day for 10 days
From 3 years to under 7 years (15–23kg)	
Treatment	ONE 45mg capsule twice a day for 5 days
Prophylaxis	ONE 45mg capsule once a day for 10 days
From 7 years to under 13 years (23–40kg)	
Treatment	TWO 30mg capsules twice a day for 5 days
Prophylaxis	TWO 30mg capsules once a day for 10 days
From 13 years and over (including adults)	
Treatment	ONE 75mg capsule twice a day for 5 days
Prophylaxis	ONE 75mg capsule once a day for 10 days

Zanamivir (Relenza)

From 5 years and over (including adults)	
Treatment	TWO 5mg blisters to be inhaled twice a day for 5 days
Prophylaxis	TWO 5mg blisters to be inhaled once a day for 10 days

Annex E – Antiviral Authorisation Vouchers: log sheet of vouchers distributed to individual authorised staff

Designated person in charge _____

Date taken for use	Taken by (name)	Given to (staff name, registration PIN ¹)	Given to (signature)	Name of prescriber OR name of PCT providing authorisation	No. of vouchers issued	Serial numbers of vouchers issued	Serial numbers of vouchers returned

¹ Registration PIN is only required for registered healthcare professionals



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