

Guidelines for use of scheduled medicines

Effective from: 18 October 2019

Authority

The Optometry Board of Australia (the Board) has developed these *Guidelines for use of scheduled medicines* under section 39 of the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law).

National Board guidelines describe the professional standards the Board expects of registered practitioners.

Guidelines approved by the Board may be used as evidence of what constitutes appropriate professional conduct or practice for optometry in proceedings against a health practitioner under the National Law, or a law of a co-regulatory jurisdiction.

Introduction

These guidelines outline the Board's expectations about the use of scheduled medicines by endorsed and non-endorsed optometrists.

These guidelines also provide information about how to meet the Board's requirements when you are applying for endorsement for scheduled medicines and when endorsed. You are expected to understand and apply these guidelines together with the *Endorsement for scheduled medicines registration standard*.

The public have a right to access safe and effective use of scheduled medicines from endorsed optometrists who are educated and competent to administer, obtain, possess, prescribe, supply or use topical schedule 2, 3 or 4 medicines for the purposes of the practice of optometry.

Do these guidelines apply to me?

The guidelines apply to:

- optometrists with general registration who use scheduled medicines for diagnostic purposes, and
- optometrists whose registration is endorsed for scheduled medicines, who use scheduled medicines for the purposes of the practice of optometry.

Under the Board's *Code of conduct for optometrists*, optometrists have a responsibility to recognise and work within the limits of their competence and scope of practice. This includes ensuring they have the equipment, expertise and skills necessary to practise safely and effectively.

What must I do?

You must meet the requirements of the *Endorsement for scheduled medicines registration standard*.

Scope of endorsement

1. Endorsement for scheduled medicines

Under section 94 of the National Law, the Board may endorse the registration of suitably qualified optometrists to prescribe scheduled medicines¹.

The Board's *Endorsement for scheduled medicines registration standard* describes the classes of medicines that optometrists with this endorsement are qualified to administer, obtain, possess, prescribe or supply or use for topical use. (Refer to [Appendix B](#) of these guidelines.)

¹ The term 'scheduled medicine' is a substance included in a schedule to the current Poisons Standard in the meaning of the Therapeutic Goods Act 1989 (Cth).

The Board considers optometrists whose registration is endorsed for scheduled medicines to be qualified and competent to:

- obtain, possess, administer, prescribe, supply or use specified scheduled medicines, and
- use those medicines appropriately for the purposes of the practice of optometry.

Optometrists who hold this endorsement may only administer, obtain, possess, prescribe, supply or use scheduled medicines to the extent authorised under the legislation that applies in the state or territory in which they practise. Advice on the legal requirements in a particular state or territory may be obtained from the relevant authority found at www.tga.gov.au/contacts-stateterritory-drugs-poisons-units.

For the safe and effective use of a medicine, endorsed optometrists must also be familiar with Therapeutics Goods Administration approved indications found in the product information.²

1.1 Eligibility for endorsement

To be eligible for an endorsement for scheduled medicines, an applicant must, in accordance with the *Endorsement for scheduled medicines registration standard*, have successfully completed:

- an approved program of study in ocular therapeutics, or
- a program of study determined by the Board to be substantially equivalent to an approved program of study, or
- a Board-approved examination or assessment in ocular therapeutics.

1.2 Approved programs of study and assessments

Information about currently approved programs of study and assessments is published on the Board's website.³

2. Use of scheduled medicines by optometrists

In all Australian states and territories, optometrists with general registration are allowed to obtain, have in their possession and use scheduled medicines in the course of their practice for diagnostic purposes (for example anaesthetic and mydriatic eye drops).

[Appendix A](#) of these guidelines lists the scheduled medicines approved by the Board for administration for diagnostic purposes by optometrists holding general registration. An endorsement is not needed for an optometrist to use diagnostic medicines in the course of their practice.

2.1 Quality use of medicines

Optometrists who prescribe scheduled medicines should observe the Quality Use of Medicines (QUM)⁴ principles as they apply to the scope of the endorsement.

Quality use of medicine means:

- a. selecting management options wisely by:
 - considering the place of medicines in treating illness and maintaining health, and
 - recognising there may be better ways than medicine to manage many disorders.
- b. choosing suitable medicines (if a medicine is considered necessary) so that the best available option is selected by taking into account:
 - the individual
 - the clinical condition

² The product information may be found at www.ebs.tga.gov.au.

³ See www.optometryboard.gov.au.

⁴ The complete strategy can be found at www.health.gov.au.

- risks and benefits
- dosage and length of treatment
- any coexisting conditions
- other therapies
- monitoring considerations, and
- costs for the individual, the community and the health system as a whole.

c. using medicines safely and effectively to get the best possible results by:

- monitoring outcomes
- minimising misuse, over-use and under-use
- improving people's ability to solve problems related to medication, such as negative effects, and
- managing multiple medications.

2.2 Maintaining competence

All optometrists are expected to maintain their competence through continuing professional development and recency of practice, and need to meet the requirements set out in the Board's *Continuing professional development registration standard* and *Recency of practice Registration Standard*⁵.

This standard also outlines the specific requirements to be met by optometrists whose registration is endorsed for scheduled medicines.

2.3 Prescriptions

A prescription is a legal document. It is a precise written instruction from a prescriber to a pharmacist for preparing and dispensing a medicine for a patient.

Optometrists whose registration is endorsed for scheduled medicines must ensure that, when authorising the supply of a schedule 4 medicine to a patient, the prescription is handwritten or computer generated.

When prescribing a schedule 2 or 3 medicine, the Board encourages endorsed optometrists to issue a prescription, to help ensure effective communication with the pharmacist.

The endorsed optometrist has a duty of care to provide a prescription that is legible; this reduces the potential for errors.

The essential information needed for a legal prescription may vary between states and territories. Optometrists need to be aware of these variances if practising in different jurisdictions.

Prescriptions must be handwritten or computer generated and include the:

- date of issue
- details of the prescriber, patient,
- medicine (including name of medicine by active ingredient, strength, quantity and where relevant, brand name)
- precise directions (except when directions are too complex and so are provided separately, or when administration is to be carried out by another person instructed in and authorised to administer), and
- the prescriber's signature.

Self prescribing

The Board advises against endorsed optometrists self-diagnosing and then self-prescribing schedule 4 medicines.

⁵ Refer to the Registration Standards tab on the Board's website at www.optometryboard.gov.au.

2.4 Practice procedures

Optometrists should ensure that:

- scheduled medicines are stored securely and in accordance with the manufacturer's recommendations and as required under the legislation of the relevant jurisdiction
- details of in-practice administration of scheduled medicines are recorded on the patient's clinical record, and
- if required under the legislation of the jurisdiction, relevant authorities are notified of the loss or theft of a scheduled medicine.

2.5 Adverse event reporting

The Therapeutic Goods Administration (TGA) is Australia's regulatory authority for therapeutic goods including medicines, medical devices, blood and blood products.

The TGA also collects reports of adverse events associated with medicines and medical devices. Monitoring of adverse events allows the TGA to investigate and take action on medicines safety issues.

Optometrists can help the TGA in safeguarding public health by reporting all suspected adverse events associated with medicines, particularly those associated with new products. This information forms an important part of the TGA's monitoring activities and plays a key role in helping identify potential relationships between a therapeutic good and a series of adverse events. When a link can be established, the TGA takes action to ensure that medicines available in Australia continue to meet appropriate standards of safety, efficacy and quality.

Further information can be found on the TGA website www.tga.gov.au.

3. Supply of scheduled medicines

The Board supports the view that the division of responsibility between an optometrist with scheduled medicines endorsement who prescribes (authorises the supply of a scheduled medicine), and a pharmacist who dispenses the scheduled medicine to the patient, provides an important check designed to safeguard patients.

The expertise of the pharmacist in counselling patients is important in the follow-up care of the patient. This includes checking adherence to the prescriber's instructions, confirming administration times and techniques, screening for adverse reactions, and referring back to the prescriber for further investigations or advice when needed.

Circumstances when it is permissible for an optometrist to prescribe and supply a scheduled medicine to a patient include an emergency or when access to a pharmacy is impractical.

Optometrists who choose to supply a scheduled medicine directly to a patient must meet the labelling and recordkeeping requirements of the jurisdiction in which they are practising, provide counselling about the use of the medicine, its side effects and potential interactions and, if available, provide a Consumer Medicines information leaflet⁶.

4. Guidelines for the use of topical antimicrobials

All optometrists treating anterior eye infections with scheduled medicines must have a clear understanding of:

- microbiological and pathological processes relevant to anterior eye infection and their natural histories
- typical presentations of ocular surface infections and the differential diagnoses of these from other anterior eye conditions
- ocular infections that constitute true ocular emergencies and need immediate treatment
- identification of risk factors for ocular surface infections

⁶ Consumer Medicines information sheets are available at www.medicines.org.au.

- indications and mechanisms of referral for microbiological investigation, and
- interpretation of the results of microbiological investigation and appropriate management stratagems arising from these results.

4.1 Antimicrobial resistance

Optometrists using antimicrobial preparations should understand all issues relating to the emergence of resistance by pathogenic organisms and mechanisms for limiting this. Selection of an antimicrobial should always involve consideration of the risk that microbial resistance could develop. In particular, treatment regimens should be avoided that could result in:

- inappropriate drug selection
- insufficient therapeutics (i.e. drug regimen inadequate to control infection, either in duration or therapeutic effect)
- overuse, or
- inappropriate dosage.

At present, fluoroquinolones have broad-spectrum activity with relatively little microbial resistance. To maintain maximal efficacy of these preparations, fluoroquinolones should not be used when alternative, equally effective agents could be used instead.

Optometrists should consider a specialist opinion for patients who may need long-term antimicrobial use.

[NPS Medicinewise](#) provide a range of information for prescribers to help them understand the risks of antimicrobial resistance and what they can do to help contain this.

5. Guidelines for the use of topical steroidal preparations

Optometrists seeking to treat ocular inflammation with scheduled medicines must have a clear understanding of the:

- immunological processes relevant to inflammatory conditions of the eye and their natural histories
- typical presentations of inflammatory conditions of the eye and the differential diagnoses of these from other anterior eye conditions
- inflammatory conditions of the eye that constitute true ocular emergencies and need immediate treatment
- identification of risk factors for developing ocular inflammation
- potential side effects of topical steroid preparations, including a propensity for raising intraocular pressure in susceptible individuals and the potential development of cataract, and
- management strategies for steroid-related intraocular pressure rises.

Optometrists should consider referral for a specialist opinion for those patients who may need long-term steroid use.

6. Working with other practitioners

For the purpose of these guidelines, 'collaborative care' is when the care of a patient is provided by two or more health practitioners, each practising in their sphere of expertise in consultation with the patient.

Various collaborative care relationships between health care practitioners exist, ranging from ad hoc to formal documented shared-care agreements. For eye conditions, shared care is likely to vary according to the location of the patient and the skill-base of the local health care practitioners.

The Board's *Code of conduct for optometrists* provides further guidance on communication with patients and other health practitioners.

6.1 Role, responsibilities and communication in collaborative care of patients

In any collaborative care arrangement, it is essential that the roles and responsibilities of the optometrist and the other health practitioner(s) are defined clearly and continue to be redefined as needed over time.

Communication is the linchpin of effective collaborative care. Participating practitioners and their patients must understand which practitioner is responsible for providing the various aspects of care.

To avoid repetition and confusion, each party must have a clear understanding of:

- the diagnoses, treatment(s) and ongoing recommendations to the patient of the other treating practitioners
- the information to provide to other parties involved in the care of the patient
- timeframes in which this information should be provided
- the preferred format for this information
- who is responsible for ongoing patient care and the follow up of patients who miss scheduled appointments, and
- the roles and responsibilities of each person participating in the shared care.

The Board recommends the use of protocols and forms to clarify responsibilities and facilitate the transfer of information and communication between practitioners. Such systems may involve standardised forms used by all parties participating in the arrangement or may be a less regimented agreement that each party should provide or forward a report to others after each consultation with the patient⁷.

Ongoing discussion between the optometrist and the other treating practitioner(s) should involve reviewing these protocols and making changes necessary over time to ensure optimal care of the patient.

6.2 Patient involvement

In any collaborative care arrangement, patients must consent to the arrangement and be clearly informed about who is responsible for their primary eye care and when they need to attend reviews with each practitioner.

Written information for patients about collaborative care may prove a useful addition to verbal discussions with treating practitioners.

7. Guidelines for care of patients with, or at high risk of developing, chronic glaucoma

The following guidelines for care of patients with, or at high risk of developing, chronic glaucoma should be read in conjunction with:

- section 6 of these guidelines 'Working with other practitioners'
- National Health and Medical Research Council of Australia's NHMRC Guidelines for the screening, prognosis, diagnosis, management and prevention of glaucoma 2010 (the NHMRC guidelines)⁸, and
- *A guide to glaucoma for primary health care providers – a companion document to NHMRC Guidelines for the screening, prognosis, diagnosis, management and prevention of glaucoma*⁹.

The NHMRC guidelines and the companion document outline a series of recommendations and supporting evidence for all practitioners involved in the screening, prognosis, diagnosis, management and prevention of glaucoma.

In terms of collaborative care of patients with glaucoma, the Board endorses the recommendation from the NHMRC guidelines 'that the professional roles, responsibilities and referral pathways are

⁷ Optometry Australia has published a position statement on shared care. This may inform the development of such protocols and or forms.

⁸ Published at www.nhmrc.gov.au/guidelines/publications/cp113-cp113b.

⁹ Ibid.

best determined in individual cases based on location, resources, skill-base of local health care practitioners and patient choice'.¹⁰

When an initial diagnosis of chronic glaucoma is made, or a patient is at high risk of developing the disease, optometrists whose registration is endorsed for scheduled medicines must:

- refer the patient for specialist assessment and advice about confirmation of diagnosis and ongoing management, or
- develop a management plan that includes initiation of treatment and monitoring of the patient's response.

Instillation of anti-glaucoma eye drops is the preferred primary intervention in chronic glaucoma management¹¹. However, in certain cases patients will need assessment by an ophthalmologist for possible surgical intervention or laser treatment. Optometrists must be able to identify those cases and refer where appropriate.

Optometrists should refer to the NHMRC guidelines when setting target intra-ocular pressures and when making decisions about glaucoma management plans, including the frequency of review appointments. The patient's risk factors for progression, their disease state and capacity to self-manage will dictate the frequency of review¹².

7.1 Referral

The optometrist must provide a referral for ophthalmological assessment and advice after making an initial diagnosis and initiating treatment for chronic glaucoma¹³:

- if the anti-glaucoma treatment does not stabilise the patient's condition
- if a patient needs assessment by an ophthalmologist or ophthalmology service for possible surgical intervention or laser treatment, or
- if a patient experiences side effects of initial treatment.

In any event, the optometrist must provide the patient with a referral to an ophthalmologist or ophthalmology service within four months of starting treatment for chronic glaucoma.

7.2 Communication

The Board expects that optometrists managing patients with glaucoma will maintain regular communication with the patient's general practitioner, ophthalmologist, physician or other health care practitioner. Clear communication between practitioners is crucial to ensure each practitioner understands who is responsible for providing each aspect of the patient's care.

7.3 Equipment

To comply with these guidelines, optometrists must have the equipment to measure and/or assess a patient's intraocular pressure, central corneal thickness, threshold visual fields, anterior chamber angle, optic nerve head and retinal nerve fibre layer. Optometrists should refer specifically to the sections on 'Diagnosis of glaucoma' and 'Monitoring: long-term care' in the NHMRC guidelines.

7.4 Emergency management of acute primary angle closure

Individuals suffering from an acute angle-closure event may present to an optometrist or, rarely, an angle-closure event may be induced through routine pupil dilation.

¹⁰ National Health and Medical Research Council of Australia's (NHMRC) Guidelines for the screening, prognosis, diagnosis, management and prevention of glaucoma 2010, p 83, see www.nhmrc.gov.au/guidelines/publications/cp113.

¹¹ NHMRC guidelines, p. 108.

¹² NHMRC guidelines, p. 91.

¹³ Note: Referral means providing a referral letter to the patient and sending a copy to the ophthalmologist or ophthalmology service.

The standard management of such a patient is emergency referral to an ophthalmologist or hospital. However, both the nature of the condition and endorsement for scheduled medicines enable the optometrist to, in collaboration with a medical practitioner, provide first-aid for such patients to stabilise their ocular state (refer to [Appendix C](#) of this document for suggested first aid for an angle closure event).

As the definitive intervention in acute angle-closure is procedural intervention (laser therapy), the optometrist should seek ophthalmological input, if possible, before administering first aid to lower intraocular pressure and reduce pain. Exceptions to this include when an ophthalmologist cannot be contacted and the best interests of the patient are served by initiating treatment before emergency referral to the most convenient ophthalmologist or hospital.

Review

The Board will monitor this guideline for effectiveness and review it at least every three years. This guideline replaces any previously published National Board guidelines on use of scheduled medicines.

If a minor change to the list of scheduled medicines in [Appendix B](#) is proposed before a scheduled review of these guidelines, the relevant key professional bodies will be consulted.

Date of issue: 18 October 2019

Date of review: 10 September 2021

Appendix A

List of scheduled medicines for diagnostic use approved by the Optometry Board of Australia for administration by optometrists holding general registration

The Optometry Board of Australia has approved the following diagnostic drugs for optometrists to administer in the course of their practice:

- anaesthetics, local (synthetic cocaine substitutes) — when prepared and packed in the form of eye drops
- tropicamide — when prepared and packed in the form of eye drops containing one (1) per cent or less of tropicamide
- cyclopentolate hydrochloride — when prepared and packed in the form of eye drops containing one (1) per cent or less of cyclopentolate hydrochloride
- atropine — when prepared and packed in the form of eye drops containing one (1) per cent or less of atropine sulphate
- homatropine — when prepared and packed in the form of eye drops containing two (2) per cent or less of homatropine hydrobromide, and
- pilocarpine nitrate — when prepared and packed in the form of eye drops containing two (2) per cent or less of pilocarpine nitrate
- phenylephrine – when prepared and packed in the form of eye drops containing 2.5% or less of phenylephrine

Registered optometrists should be familiar and comply with the current requirements of state and territory drugs and poisons legislation in the jurisdictions in which they practise.¹⁴

¹⁴ Advice on the legal requirements in a particular state or territory may be obtained from the relevant authority found at www.tga.gov.au/contacts-stateterritory-drugs-poisons-units.

Appendix B

Board-approved list of topical schedule 2, 3 and 4 medicines that optometrists with a scheduled medicines endorsement are qualified to administer, obtain, possess, prescribe, supply or use for the purposes of the practice of optometry¹⁵

Schedule 2 Pharmacy Medicine

Anti-infectives Dibromopropamide Propamide	Decongestants/ anti-allergics Antazoline Azelastine Ketotifen Levocabastine Lodoxamide Naphazoline Pheniramine Sodium Cromoglycate	Miotics, mydriatics and cycloplegics Phenylephrine ≤2.5%
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Schedule 3 Pharmacist Only Medicine

Anti-infectives
Chloramphenicol

Schedule 4 Prescription Only Medicine

Anti-infectives Aciclovir Azithromycin Bacitracin Cephazolin Ciprofloxacin Framycetin Ganciclovir Gentamicin Gramicidin Neomycin Ofloxacin Polymyxin Tetracycline Tobramycin	Anti-inflammatories Cyclosporin Dexamethasone Diclofenac Fluorometholone Flurbiprofen Hydrocortisone Ketorolac Loteprednol Prednisolone Decongestants/ anti-allergics Olopatadine	Anti-glaucomas Apraclonidine Betaxolol Bimatoprost Brimonidine Brinzolamide Dorzolamide Latanoprost Pilocarpine Tafluprost Timolol Travoprost	Miotics, mydriatics and cycloplegics Atropine Cyclopentolate Homatropine Pilocarpine Phenylephrine Tropicamide Local anaesthetics Amethocaine Lignocaine Oxybuprocaine Proxymetacaine
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¹⁵ Registered optometrists with a scheduled medicines endorsement must be familiar and comply with the current requirements in the jurisdictions in which they practice. Advice on the legal requirements in a particular state or territory may be obtained from the relevant authority found at www.tga.gov.au/contacts-stateterritory-drugs-poisons-units. For the safe and effective use of a medicine, endorsed optometrists must also be familiar with TGA approved indications found in the product information. The product information may be found at www.ebs.tga.gov.au.

Appendix C

First aid for acute angle-closure event

The following immediate interventions are suggested, unless otherwise contraindicated in a given patient, for the emergency management of acute primary angle closure.

Optometrists whose registration is endorsed for scheduled medicines are not currently authorised under state and territory drugs and poisons legislation to prescribe, possess or supply acetazolamide (Diamox). In urgent cases, and when allowed by legislation in the relevant jurisdiction, a pharmacist can supply Diamox to the patient when requested to do so via a telephone order from a medical practitioner. Optometrists are advised to liaise with a medical practitioner to arrange the supply of Diamox for the patient.

- a. An oral dose of acetazolamide 500mg (Diamox) can be administered provided there are no contraindications. If Diamox cannot be tolerated orally, the patient is likely to need intramuscular or intravenous administration of Diamox and/or treatment with other therapeutic agents. In this situation, referral and transfer to an ophthalmologist or hospital emergency department should occur without delay.
- b. Instil the following topical medications (allowing about two minutes between each drop):
 - One (1) drop beta-blocking agent (e.g. timolol, 0.5 per cent).
 - One (1) drop alpha agonist (e.g. apraclonidine, 0.5 per cent).
 - One (1) drop carbonic anhydrase inhibitor (e.g. brinzolamide, 1.0 per cent).If the eye is red and inflamed, one (1) drop high-penetrance topical steroid — with the optometrist or patient to instil a further three (3) drops at regular intervals in the first hour, then hourly thereafter.
- It is preferable to withhold instillation of pilocarpine until the intra-ocular pressure (IOP) has been reduced (except in the rare instance of an angle-closure event being caused through routine pupil dilation, in which case instillation of pilocarpine should start immediately).
- c. Just before the patient is transferred, and after discussion with the ophthalmologist confirming that instillation of pilocarpine is indicated, instil:
 - One (1) drop pilocarpine, 2 per cent (with the optometrist or patient to instil a further drop in 15 minutes).

Note: Pilocarpine should only be used for mechanisms involving phakic pupillary block or angle crowding. Use of pilocarpine is contraindicated for retrolenticular causes of angle closure as well as those involving aphakic or pseudophakic closure events.