Fact Sheet for Medical Practitioners

Prescribing on a medication chart for residential care facility patients

A chart compliant with the Commonwealth *National Health (Residential Medication Chart) Determination 2012*, in a format which has the characteristics of the National Residential Medication Chart and hereinafter called a “compliant Residential Medication Chart (RMC)”, can be used in NSW Residential Care Facilities (RCFs).

Compliant RMCs permit both the prescribing and dispensing of Pharmaceutical Benefits Scheme (PBS) medications and non-PBS medications, with some exceptions.

In NSW, only a medical practitioner may use a compliant RMC to prescribe unscheduled, Schedule 2, Schedule 3 and most Schedule 4 medications under clause 35 of the Poisons and Therapeutic Goods Regulation 2008.

A compliant RMC does NOT constitute a legal prescription for the following medications:

- Schedule 8 medications,
- anabolic-androgenic steroids,
- amylobarbitone or pentobarbitone injections, and
- clomiphene, cyclofenil, dinoprost, dinoprostone, acitretin, etretinate, or isotretinoin.


Compliant RMC Validity as a Prescription

A compliant RMC is valid as a prescription for dispensing only when:

- The duplicate copy is complete, clear and legible, and
- The resident’s name and address are included, and
- The name, address and telephone number of the RCF are included, and
- The prescriber’s name and designation are included, and
- The medication is ordered only by a medical practitioner, and
- The order is for an unscheduled, Schedule 2, Schedule 3 or Schedule 4 medication, other than
  - anabolic-androgenic steroids, or
  - amylobarbitone or pentobarbitone injections, or
  - clomiphene, cyclofenil, dinoprost, dinoprostone, acitretin, etretinate, or isotretinoin, and
- The relevant ‘Medicine’ order section of the compliant RMC has been handwritten by the medical practitioner with:
  - The date of prescribing, and
  - The name and form (if not readily apparent) of the medication, and
  - The strength (if not readily apparent) of the medication, and
  - The route administration (if not readily apparent) of the medication, and
  - Adequate directions for use (Note: This may include a dose with the daily frequency, or the times during the day, for administration of the medication), and
  - The period during which the medication is be used or administered, being a period that ends on a date that is no more than 4 months from the date of first use of the relevant compliant RMC for the patient (Note: This may be achieved with a start date and stop date for the administration of the medication), and
- The prescriber’s name and signature.
Further Information and Resources


For further information on the use of compliant RMCs, contact the Duty Pharmaceutical Officer at the Pharmaceutical Services Unit, NSW Ministry of Health by telephone on (02) 9391 9944 or email pharmserv@doh.health.nsw.gov.au. See also NSW Ministry of Health ‘Guide to Poisons and Therapeutic Goods Legislation for Medical, Nurse and Midwife Practitioners and Dentists (TG12)’ available at http://www.health.nsw.gov.au/pharmaceutical/doctors/Pages/guides-legislation-medical-practitioners.aspx

This information has been produced by:
Pharmaceutical Services Unit
Legal and Regulatory Services Branch
NSW Ministry of Health
Telephone (02) 9391 9944
Fax (02) 9424 5860
Email: pharmserv@doh.health.nsw.gov.au
Website: http://www.health.nsw.gov.au/pharmaceutical

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