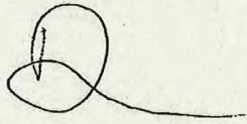
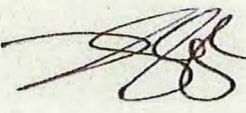


**Patient Group Direction For The Administration Of Paracetamol For  
Premedication Prior To Surgery By Approved Healthcare  
Professionals Working Within NHS Grampian**

<b>Lead Author:</b> Resident Anaesthetist	<b>Consultation Group:</b> See Page 3	<b>Approver:</b> Medicines Guidelines and Policies Group  <b>Authorisation:</b> NHS Grampian
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<b>Signature:</b> 		<b>Signature:</b> 
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<b>NHSG Identifier:</b> MGPG/PGD/Premed_ Para/1796	<b>Review Date:</b> April 2028  <b>Expiry Date:</b> April 2029	<b>Date Approved:</b> April 2026
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NHS Grampian have authorised this Patient Group Direction to help individuals by providing them with more convenient access to an efficient and clearly defined service within the NHS Board. This Patient Group Direction cannot be used until Appendix 1 and 2 are completed.

**Uncontrolled when printed**

**Version 1**

## Revision History:

<b>Reference and approval date of PGD that has been adapted and/or superseded</b>	N/A – New PGD	
<b>Date of change</b>	<b>Summary of Changes</b>	<b>Section heading</b>
	N/A – New PGD	

**NHGS Identifier:** MGPG/PGD/Premed\_Para/1796

**Keyword(s):** PGD Patient Group Direction Premed department scheduled admissions paracetamol

**Policy Statement:** It is the responsibility of the individual healthcare professionals and their line managers to ensure that they work within the terms laid down in this PGD and to ensure that staff are working to the most up to date PGD. By doing so, the quality of the services offered will be maintained, and the chances of staff making erroneous decisions which may affect individual, staff or visitor safety and comfort will be reduced. Supervisory staff at all levels must ensure that staff using this PGD act within their own level of competence.

The lead author is responsible for the review of this PGD and for ensuring the PGD is updated in line with any changes in clinical practice, relevant guidelines, or new research evidence.

**Review date:** The review date for a PGD needs to be decided on a case-by-case basis in the interest of safety. The expiry date should not be more than 3 years, unless a change in national policy or update is required.

Document:           Drafted:           January 2026  
                          Completed:       February 2026  
                          Approved:        April 2026  
                          Amended and  
                          re-authorised:

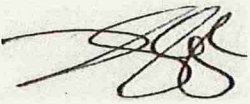
## Organisational Authorisations

This PGD is not legally valid until it has had the relevant organisational authorisation.

PGD Developed/Reviewed by;

<p><b>Medical practitioner</b></p>	<p><b>Name:</b> Dr Laurin Allen  <b>Health Board:</b> NHS Grampian  <b>Title:</b> Consultant Anaesthetist  <b>Contact email:</b> <a href="mailto:laurin.allen@nhs.scot">laurin.allen@nhs.scot</a>  <b>Signature:</b> .....  .....  <b>Date:</b> 06/05/2026</p>
<p><b>Senior representative of the professional group who will provide care under the direction</b></p>	<p><b>Name:</b> Stephanie Murdoch  <b>Health Board:</b> NHS Grampian  <b>Title:</b> Senior Charge Nurse, Department of Scheduled Admissions and Preoperative Assessment Clinic  <b>Contact email:</b> <a href="mailto:stephanie.murdoch@nhs.scot">stephanie.murdoch@nhs.scot</a>  <b>Signature:</b> .....  .....  <b>Date:</b> 20/05/2026</p>
<p><b>Lead author</b></p>	<p><b>Name:</b> Dr Duncan Ritchie  <b>Health Board:</b> NHS Grampian  <b>Title :</b> Resident Anaesthetist  <b>Contact email:</b> <a href="mailto:duncan.ritchie2@nhs.scot">duncan.ritchie2@nhs.scot</a>  <b>Signature:</b> .....  .....  <b>Date:</b> 27/04/2026</p>
<p><b>Pharmacist</b></p>	<p><b>Name:</b> Laura Quate  <b>Health Board:</b> NHS Grampian  <b>Title :</b> Lead Pharmacist, Preoperative Assessment Clinic  <b>Contact email:</b> <a href="mailto:laura.quate@nhs.scot">laura.quate@nhs.scot</a>  <b>Signature:</b> .....  .....  <b>Date:</b> 27/05/2026</p>

Approved and authorised for use within NHSG by;

Medicines Guidelines and Policies Group Chair	Signature	Date Signed
Lesley Coyle		10/04/2026

### Management and Monitoring of Patient Group Direction

#### PGD Consultative Group

The consultative group is legally required to include a medical practitioner, a pharmacist and is best practice to have a representative of the professional group who will provide care under the direction.

**Name:**

**Title:**

Dr Duncan Ritchie  
Laura Quate  
Dr Laurin Allen  
Stephanie Murdoch

**Lead Author:** Resident Anaesthetist  
**Pharmacist:** Lead Pharmacist, Preoperative Assessment  
**Medical Practitioner:** Consultant Anaesthetist  
**Senior Representative:** Senior Charge Nurse, Department of Scheduled Admissions and Preoperative Assessment Clinic  
Consultant Anaesthetist

Dr David Nesvadba

**Patient Group Direction For The Administration Of Paracetamol For Premedication Prior To Surgery By Approved Healthcare Professionals Working Within NHS Grampian**

**Clinical indication to which this PGD applies**

<p><b>Definition of situation/ Condition</b></p>	<p>This Patient Group Direction (PGD) will authorise approved healthcare professionals as detailed in the characteristics of staff authorised to work under this PGD to administer paracetamol to patients aged 16 or over awaiting surgery as premedication for the management of perioperative pain.</p> <p>This PGD should be used in conjunction with the recommendations in the current British National Formulary (<a href="#">BNF</a>), British National Formulary for Children (<a href="#">BNFC</a>), and the individual Summary of Product Characteristics (<a href="#">SmPC</a>).</p>
<p><b>Inclusion criteria</b></p>	<p>Individuals aged 16 years and over admitted awaiting surgery in areas agreed by anaesthetists. Paracetamol is administered as a preoperative dose for the management of perioperative pain.</p> <p>Prior to the administration of the medicine, valid consent to receiving treatment under this PGD must be obtained. Consent must be in line with current NHS Grampian consent policy.</p>
<p><b>Exclusion criteria</b></p>	<ul style="list-style-type: none"> <li>• Patients under 16 years of age.</li> <li>• Allergy to paracetamol or excipients.</li> <li>• Patients who have received paracetamol within the last four hours.</li> <li>• Already taken the maximum dose of paracetamol in the last 24 hours.</li> <li>• Oral suspension should not be used in patients with hereditary fructose intolerance, glucose-galactose malabsorption or sucrose-isomaltase insufficiency.</li> <li>• Soluble tablets should not be used in patients with hereditary fructose intolerance.</li> <li>• Patients with severe renal or liver disease</li> <li>• Individuals for whom no valid consent has been received.</li> <li>• Oral route unavailable.</li> <li>• Drug interactions as listed in SmPC.</li> </ul>
<p><b>Precautions and special warnings</b></p>	<p>The medicines listed for use under this PGD should only be used as premedication for the management of perioperative pain in individuals aged 16 and over.</p>

<b>Action if excluded from treatment</b>	<p>Medical advice must be sought – refer to relevant medical practitioner.</p> <p>Document the reason for exclusion under the PGD and any action taken in the individual's appropriate clinical records.</p>
<b>Action if treatment is declined</b>	<p>Inform/refer to the relevant medical practitioner if individual declines treatment.</p> <p>Document that the administration was declined, the reason and advice given in appropriate clinical records.</p>

### Description of treatment available under the PGD

<b>Name form and strength of medicine</b>	<p>Paracetamol 250mg/5mL oral suspension  <b>or</b>  Paracetamol 500mg tablets  <b>or</b>  Paracetamol 500mg soluble tablets</p>							
<b>Legal status</b>	<p>Paracetamol is a General Sales List Medicine (GSL) or Pharmacy Only (P) dependent on pack size.</p> <p><b>Note: MHRA advise that administration of single dose of paracetamol can be made from a POM, P or GSL pack which has been legally obtained by the organisation.</b></p>							
<b>Is the use out with the SmPC?</b>	<p>The use of Paracetamol for premedication is outside the terms of the marketing authorisation and constitutes an off-label use of the medicine. The individual should be informed prior to the administration that the use is off-label.</p>							
<b>Dosage/Maximum total dose</b>	<table border="1"> <thead> <tr> <th><b>Weight</b></th> <th><b>Dose</b></th> </tr> </thead> <tbody> <tr> <td>Adults &gt;50kg</td> <td>1g</td> </tr> <tr> <td>Adults &lt;50kg</td> <td>500mg</td> </tr> </tbody> </table>		<b>Weight</b>	<b>Dose</b>	Adults >50kg	1g	Adults <50kg	500mg
<b>Weight</b>	<b>Dose</b>							
Adults >50kg	1g							
Adults <50kg	500mg							
<b>Frequency of dose/Duration of treatment</b>	<p>The dose should be administered one hour prior to the anticipated start of surgery.</p> <p>A minimum of four hours is required between doses.  Maximum of four doses in 24 hours.</p> <p><b>Only a single dose can be administered under this PGD.</b></p>							

<b>Maximum or minimum treatment period</b>	Only a single dose can be administered under this PGD.
<b>Route/Method of administration</b>	Oral  For oral suspension, shake the bottle for 10 seconds before use.  For effervescent tablets, dilute in 150mL of water.
<b>Quantity to be administered</b>	Only one dose can be administered under this PGD.
<b>Storage requirements</b>	For tablets/soluble tablets, store below 25°C.  Store in the original package.  For the oral suspension store below 25°C. Protect from Light.  Store in the original package.
<b>Additional Information</b>	N/A
<b>Follow-up (if applicable)</b>	No specific follow up required.
<b>Advice (Verbal)</b>	<ul style="list-style-type: none"> <li>• Advise individual what to expect and of the possible side effects and their management.</li> <li>• If serious adverse or persistent effects occur, the individual/parent/carer should be advised to contact their GP/Accident and Emergency department/NHS24.</li> <li>• Individuals/carers should be advised to report suspected adverse reactions to the Medicines and Healthcare products Regulatory Agency (MHRA) using the <a href="#">Yellow Card reporting scheme</a>.</li> </ul>
<b>Advice (Written)</b>	The Patient Information Leaflet (PIL) contained in the medicine(s) should be made available to the individual. Where this is unavailable, or unsuitable, sufficient information should be given in a language that they can understand.
<b>Identifying and managing possible adverse reactions</b>	Refer to PIL, SmPC and current BNF for full list of side effects and ADRs.  <b>BNF:</b> <a href="#">BNF British National Formulary - NICE</a>

	<p><b>SmPC/PIL/Risk Minimisation Material:</b>  <a href="#">Home - electronic medicines compendium (emc)</a>  <a href="#">MHRA Products   Home</a>  <a href="#">RMM Directory - (emc)</a></p> <p>If an adverse reaction does occur give immediate treatment and inform relevant medical practitioner as soon as possible.</p> <p>Document in accordance with locally agreed procedures in the individual's record.</p> <p>Report any suspected adverse reactions using the Yellow Card System. <a href="#">Yellow Card Scheme - MHRA</a>.</p>
<p><b>Facilities and supplies required</b></p>	<p>The following are to be available at sites where the medicine is to be administered:</p> <ul style="list-style-type: none"> <li>• Appropriate storage facilities.</li> <li>• An acceptable level of privacy to respect individual's right to confidentiality and safety.</li> <li>• Basic airway resuscitation equipment (e.g. pocket mask, bag valve mask, supraglottic airway).</li> <li>• Immediate access to Epinephrine (Adrenaline) 1 in 1000 injection.</li> <li>• Access to a working telephone.</li> <li>• Another competent adult, who can summon urgent emergency support if required should ideally be present.</li> <li>• Access to medical support (this may be via the telephone).</li> <li>• Approved equipment for the disposal of used materials.</li> <li>• Clean and tidy work areas, including access to hand washing facilities or alcohol hand gel.</li> <li>• A copy of this current PGD in print or electronically.</li> </ul>

### Characteristics of staff authorised to administer medicine(s) under PGD

<p><b>Professional qualifications</b></p>	<p>Registered Nurses as recognised by the Nursing and Midwifery Council (NMC).</p>
<p><b>Specialist competencies</b></p>	<p><b>Approved by the organisation as:</b></p> <ul style="list-style-type: none"> <li>• Competent to assess the individual's capacity to understand the nature and purpose of the medicine administration in order to give or refuse consent.</li> <li>• Aware of current treatment recommendations and be competent to discuss issues about the medicine with the individual.</li> </ul>

	<ul style="list-style-type: none"> <li>• Having undertaken appropriate training to carry out clinical assessment of individuals identifying that treatment is required according to the indications listed in the PGD.</li> <li>• Competent to undertake administration of the Medicine.</li> <li>• Competent in the recognition and management of anaphylaxis or under the supervision of persons able to respond appropriately to immediate adverse reactions.</li> <li>• Competent to work under this PGD and authorised by name as an approved person to work under the terms of the PGD.</li> </ul>
<p><b>Ongoing training and competency</b></p>	<p><b>All professionals working under this PGD must:</b></p> <ul style="list-style-type: none"> <li>• Have undertaken NoS PGD module training on <a href="#">TURAS Learn</a>.</li> <li>• Have attended basic life support training in-line with Board requirements.</li> <li>• Have undertaken NHS e-anaphylaxis training or equivalent which covers all aspects of the identification and management of anaphylaxis in-line with Board requirements.</li> <li>• Maintain their skills, knowledge and their own professional level of competence in this area according to their individual Code of Professional Conduct.</li> <li>• Have knowledge and familiarity of the following; <ul style="list-style-type: none"> <li>○ <a href="#">SmPC</a> for the medicine(s) to be administered in accordance with this direction.</li> </ul> </li> </ul>
<p><b>Responsibilities of professional manager(s)</b></p>	<p><b>Professional manager(s) will be responsible for;</b></p> <p>Ensuring that the current PGD is available to all staff providing care under this direction.</p> <p>Ensuring that staff have received adequate training in all areas relevant to this PGD and meet the requirements above.</p> <p>Maintain up to date record of all staff authorised to administer the medicine(s) specified in this direction.</p>

## Documentation

<p><b>Authorisation of administration</b></p>	<p>Registered Nurses working within NHS Grampian can be authorised to administer the medicine(s) specified in this PGD by their Professional Line Manager.</p> <p>All authorised staff are required to read the PGD and sign the Agreement to Administer Medicines Under PGD (<a href="#">Appendix 1</a>).</p> <p>A Certificate of Authorisation (<a href="#">Appendix 2</a>) signed by the authorising professional/manager should be supplied. This should be held in the individual health professional's records, or as agreed within the individual Health Board.</p>
<p><b>Record of administration</b></p>	<p>An electronic record must be completed to allow audit of practice.</p> <p>A HEPMA record of the administration of the medicine(s) specified in this PGD should be made in accordance with individual Health Board HEPMA recording processes.</p> <p>The patients secondary care medical notes (TrakCare) is used for recording the screening of individuals and the subsequent administration, or not of the medicine(s) specified in this PGD, it should include as a minimum:</p> <ul style="list-style-type: none"> <li>• Date and time of administration</li> <li>• Individuals name and CHI</li> <li>• Exclusion criteria, record why the medicine was not administered (if applicable)</li> <li>• Record that valid consent to treatment under this PGD was obtained</li> <li>• The name, dose, form, route of the medicine administered</li> <li>• Advice given, including advice given if excluded or declined treatment under this PGD</li> <li>• Record of any adverse effects and the actions taken (advise individuals' GP/relevant medical practitioner).</li> </ul> <p>Depending on the clinical setting where administration is undertaken, the information should be recorded manually or electronically, in one (or more) of the following systems, as appropriate:</p> <ul style="list-style-type: none"> <li>• Secondary Care Medical Notes</li> <li>• HEPMA.</li> </ul> <p>Local policy should be followed with respect to sharing information with the individual's General Practitioner.</p> <ul style="list-style-type: none"> <li>• All records should be clear, legible, and contemporaneous and in an easily retrievable format.</li> </ul>

<b>Audit</b>	All records of the medicine(s) specified in this PGD will be filed with the normal records of medicines in each practice/service. A designated person within each practice/service where the PGD will be used will be responsible for annual audit to ensure a system of recording medicines administered under a PGD.
<b>References</b>	<p>Electronic Medicines Compendium  <a href="http://www.medicines.org.uk">http://www.medicines.org.uk</a> Paracetamol – Date of revision of text 08/05/25 - accessed 20/08/25.</p> <p>British National Formulary  <a href="https://about.medicinescomplete.com/">https://about.medicinescomplete.com/</a> - accessed 20/08/25.</p> <p>Change peri-operative paracetamol from intravenous to oral: Opportunity for Change <a href="#">ngtp-paracetamol-iv-to-oral-v20-aug-23.pdf</a> – 2023 - Accessed 14/11/2025.</p> <p>Perioperative oral paracetamol: kicking the intravenous habit to promote sustainable healthcare Ghosh, Parineeta et al. BJA Open, Volume 4, 100074</p>



## Appendix 1

### Healthcare Professional Agreement to Administer Medicine(s) Under Patient Group Direction

I: \_\_\_\_\_ (Insert name)

Working within: \_\_\_\_\_ e.g. Area, Practice

Agree to administer the medicine(s) contained within the following Patient Group Direction:

#### **Patient Group Direction For The Administration Of Paracetamol For Premedication Prior To Surgery By Approved Healthcare Professionals Working Within NHS Grampian, Version 1.0**

I have completed the appropriate training to my professional standards enabling me to administer the medicine(s) under the above direction. I agree not to act beyond my professional competence, nor out with the recommendations of the direction.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Profession: \_\_\_\_\_

Professional Registration number/PIN: \_\_\_\_\_

## Appendix 2

### Healthcare Professionals Authorisation to Administer Medicine(s) Under Patient Group Direction

**The Lead manager/Professional** of each clinical area is responsible for maintaining records of all clinical areas where this PGD is in use, and to whom it has been disseminated.

**The Senior Nurse/Professional** who approves a healthcare professional to administer the medicine(s) under this PGD is responsible for ensuring that they are competent, qualified and trained to do so, and for maintaining an up-to-date record of such approved persons.

**The Healthcare Professional** that is approved to administer the medicine(s) under this PGD is responsible for ensuring that they understand and are qualified, trained and competent to undertake the duties required. The approved person is also responsible for ensuring that administration is carried out within the terms of the direction, and according to their individual code of professional practice and conduct.

#### Patient Group Direction For The Administration Of Paracetamol For Premedication Prior To Surgery By Approved Healthcare Professionals Working Within NHS Grampian, Version 1.0

**Local clinical area(s) where the listed healthcare professionals will operate under this PGD:**

Name of Healthcare Professional	Signature	Date	Name of Manager	Signature	Date

