



NASMeD process for JRCALC updates

October 2021

We will aim to push out updates onto the JRCALC App around four times each year.

The updates may include a mixture of new guidelines, fully updated guidelines, partially updated guidelines, corrections to guidelines and any new medicines, medicines errors and other corrections or changes.

The process is as follows:

1. New guidance and updates developed and presented to JRCALC at formal committee meeting for discussion and formal approval. Approval may be also via e mail if there are deemed by the Chair to be no contentious issues that require discussion or consensus. Note that this process may take a period of months, and a combination of discussions in formal meetings, by e mail correspondence and then subsequently sign off by e mail. For e mail sign off a period of at least one week will be given for members to consider the changes, and if there are no replies from committee members then approval will be assumed.
2. New guidance and updates are then shared with ALPG, APN, NENAS and the named JRCALC App lead from each of the UK ambulance services for information and comments on any inaccuracies or major issues.
3. New guidance and updates are presented to NASMeD at formal committee meeting. Approval may be also via e mail if there are deemed by the NASMeD Chair to be no contentious issues that require discussion or consensus.
4. NASMeD, ALPG, APN, NENAS and JRCALC App leads notified of the NASMeD approval and the intention to publish the update within two weeks of NASMeD approval. A proposed publishing date will be given. If this date changes, further notification will be given of a revised date. This may happen if the Publishers have a technical issue with the App that is unforeseen.
5. On the day of publication NASMeD, ALPG, APN, NENAS and JRCALC App leads will all be notified.

Note that if an error or correction is deemed urgent due to its implications for patient safety, the process above would be shortened to JRCALC and then NASMeD approval by e mail or by committee meeting and the other groups would be notified with as much notice as possible of the intention to push the update into the App. Occasionally the chairs of JRCALC and NASMeD may make a Chairs decision on an urgent update to correct a significant error.