

Application for Approval to Write-off Losses and make Special Payments Including Ex Gratia Payments

* (Excluding overpayments of Salaries, Wages and Allowances or arrears of Parental Contributions in respect of Children in Care or Losses due to Theft, Fraud or Misappropriation)

Loss No: 104

Date of Loss or Special Payment	November 2021
Value of Loss or Special Payment (Detailed)	£14414.99
Nature of Loss or Special Payment a. Nature of Loss b. Causes of Loss (including any defects of control). c. Details of Police Action or Court Proceedings, if any. d. Details of Disciplinary Action, if any. e. Details of immediate action taken to minimise the risk of future loss (including any improvements necessary in the system of control). f. Details of proposals for minimising the risk of future losses where major reorganisation is required. g. Details of the Proceedings in any case in which an investigation is instituted. h. Details, where appropriate, of the current recovery position.	Pharmacy Products Destroyed Date Expired/Damaged Stock N/R N/R N/R N/R N/R N/R

i. Facility where Loss or Special Payment applies.	Antrim & Emergency Room Pharmacy
j. Other Comments.	DOH approval not needed for this type of loss per attached email

Approvals required up to and including £2,000	
Relevant Assistant Director (Only required if over £500)	Date
Assistant Director of Financial Accounting and Financial Services	Date

Approvals required above £2,000 and up to and including £4,000	
Relevant Director	Date
Director of Finance	Date

Approvals required above £4,000 and up to and including £8,000	
Relevant Director	Date
Director of Finance	Date
Chief Executive	Date

Approvals required above £8,000 and up to and including £10,000	
Trust Board	Date

NOTES:-

Applications for Approval to Write-off Overpayments of Salaries, Wages and Allowances should be detailed on form H/FIN/DCO 8.

Applications for Approval to Write-off Arrears of Parental Contribution in respect of Children in Care should be detailed on form H/FIN/DCO 9.

Applications for Approval to Write-off Losses due to Theft, Fraud or Misappropriation should be detailed on form H/FIN/DCO 10.

ALL QUESTIONS MUST BE ANSWERED - IF A PARTICULAR QUESTION IS NOT RELEVANT PLEASE WRITE N/R.

TO - DIRECTOR OF FINANCE

Write-off is requested in respect of the loss detailed below -

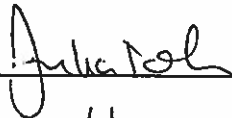
DESTROYED BY INCINERATION

MONTH OF NOVEMBER 2021

Store Location	Date Expired	Damaged	TOTAL	Cost Centre
Antrim	13886.32	64.73	13951.05	X40F
Aseptics			0.00	X40F
Emer Room, Ant	413.94	50.00	463.94	X40F
Holywell			0.00	X40F
Laurel House			0.00	X40F
TOTAL	14300.26	114.73	14414.99	X40F

The above Loss has been Written Off

Signed



Date

9/12/21

The above has been entered on File 4 / 24 / 3 Register

Signed

Date



Stock Adjustment Report - Detailed (Drug within Date within Location within Reason

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Selected Locations from 01-Nov-2021 to 30-Nov-2021 for All Drugs and Selected Reasons
compiled on 1-Dec-2021 at 12:16 by GKERN002

Date	Item	Containers	Dose Units	KADJs On	KADJ Returns	KADJs Off	Cost Centre	Comment	Username
Damaged									
Antrim Area Hospital Pharmacy									
9-Nov-2021	PABRINEX Intravenous Injection 6 x 2 Ampoule pairs Pack	1				15.01	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCCL017
9-Nov-2021	TEICOPLANIN 400 mg Injection 1 Vial Box	2				13.54	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCCL017
10-Nov-2021	CLINDAMYCIN PHOSPHATE 600 mg in 4mL Injection 5 x 4mL Pack	1				4.20	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCCL017
18-Nov-2021	SODIUM VALPROATE(EPIILIM CHRONO) 300 mg Modified release Tablets 30 Tablet Pack	1				4.98	- Adjustments to Stock - ANTRIM AREA HOSP	ROBOT DAMAGED	KWALL001
29-Nov-2021	HALOPERIDOL 5 mg in 1mL Injection 10 x 1mL Pack	1				27.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCCL017
Reason Totals						64.73			
Date Expired Stock									
Antrim Area Hospital Pharmacy									
1-Nov-2021	FUROSEMIDE 50 mg in 5mL Injection 10 x 5mL Pack	34				42.50	- Adjustments to Stock - ANTRIM AREA HOSP	EXP 10/21	MLORI002
2-Nov-2021	COCAINE HYDROCHLORIDE 10 % Nasal Spray 2.5 mL Pack	4				168.72	- Adjustments to Stock - ANTRIM AREA HOSP	OOD	KWALL001
2-Nov-2021	MIDAZOLAM HYDROCHLORIDE (BUCCOLAM) 2.5 mg in 0.5mL Oromucosal Solution 4 Pre-filled Syringe Pack		4			82.00	- Adjustments to Stock - ANTRIM AREA HOSP	OOD	KWALL001
2-Nov-2021	MORPHINE SULFATE(MST) 100 mg Modified release Tablets 60 Tablet Pack		32			20.53	- Adjustments to Stock - ANTRIM AREA HOSP	OOD	KWALL001
2-Nov-2021	MORPHINE SULFATE 50 mg in 50mL Solution for Infusion 1 x 50mL Vial Pack	85				441.53	- Adjustments to Stock - ANTRIM AREA HOSP	COVID-19	KWALL001
2-Nov-2021	PHENOBARBITAL (ALCOHOL FREE) 50 mg in 5mL Oral Solution 50 mL Pack	4				27.80	- Adjustments to Stock - ANTRIM AREA HOSP	OOD	KWALL001

Values are rounded to 2 decimal places.



Stock Adjustment Report - Detailed (Drug within Date within Location within Reason)

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Date	Item	Containers	Dose Units	KADJs On KADJ Returns	KADJs Off	Cost Centre	Comment	Username
10-Nov-2021	CICLOSPORIN (NEORAL) 100 mg Capsules 30 Capsule Pack	1			68.28	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
10-Nov-2021	INSULIN SOLUBLE IN SODIUM CHLORIDE 0.9% 50 units in 50mL Pre-filled Syringe 1 Syringe Pack	8			70.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
10-Nov-2021	METHOTREXATE (NORDIMET) 12.5 mg in 0.5mL Pre-filled Pen 1 Pre-filled Pen Pack	1			13.03	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	ASPIRIN 300 mg Enteric coated Tablets 100 Tablet Pack	1			16.95	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	BUMETANIDE 1 mg in 5mL Liquid 150 mL pack	1			198.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	CHLORPROMAZINE HYDROCHLORIDE STRONG 100 mg in 5mL Oral Solution 150 mL pack	1			5.50	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	CICLOSPORIN (NEORAL) 25 mg Capsules 30 Capsule Pack	1			18.37	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	CONJUGATED OESTROGENS 1.25 mg Tablets 84 Tablet Pack	1			3.31	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	DESMOPRESSIN 10 micrograms per metered dose Nasal Spray 6 mL Pack	2			53.20	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	FUSIDIC ACID 2 % Cream 15 g Pack	2			3.84	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	METFORMIN HYDROCHLORIDE 500 mg in 5mL Sugar-free Oral Solution 150 mL Pack	1			9.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	METFORMIN HYDROCHLORIDE 500 mg in 5mL Sugar-free Oral Solution 150 mL Pack	1			9.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	ORLISTAT 120 mg Capsules 84 Capsule Pack	1			17.50	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	PARACETAMOL 500 mg Suppositories 10 Suppository Pack	1			8.24	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	PAROXETINE HYDROCHLORIDE 10 mg in 5mL Sugar-free Oral Suspension 150 mL pack	1			9.12	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	PIRACETAM 800 mg Tablets 90 Tablet Pack	1			11.28	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
11-Nov-2021	PROMETHAZINE HYDROCHLORIDE 5 mg in 5mL Elixir 100 mL Pack	1			2.85	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017

Values are rounded to 2 decimal places.



Stock Adjustment Report - Detailed (Drug within Location within Reason)

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Selected Locations from 01-Nov-2021 to 30-Nov-2021 for All Drugs and Selected Reasons

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Date	Item	Containers	Dose Units	KADJs On KADJ Returns	KADJs Off	Cost Centre	Comment	Username
11-Nov-2021	RIVASTIGMINE 13.3 mg / 24hr Patches 30 Patch Pack	1			41.00	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCLO17
11-Nov-2021	SALMETEROL 50 micrograms per metered dose Dry Powder for Inhalation 60 Dose Pack	1			35.11	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCLO17
11-Nov-2021	STALEVO 175/43.75/200mg Tablets 30 Tablet Pack	1			18.19	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCLO17
11-Nov-2021	STALEVO 175/43.75/200mg Tablets 30 Tablet Pack	1			18.19	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCLO17
16-Nov-2021	ADRENALINE (EPINEPHRINE) 1:1000 (JEXT) 300 micrograms in 0.3mL Injection 1 Auto-injector Pack	1			34.30	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
18-Nov-2021	AMINOPHYLLINE 250 mg in 10mL Intravenous Injection 10 x 10mL Pack	1			3.00	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
18-Nov-2021	FUSIDIC ACID 2 % Cream 15 g Overlabelled Pack	1			3.62	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
18-Nov-2021	HUMALOG MIX 25 (3mL) 100 units in 1mL Cartridge 5 x 3mL Cartridge Pack	1			29.46	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
18-Nov-2021	NABILONE 1 mg Capsules 20 Capsule Pack	5			49.00	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
18-Nov-2021	RITUXIMAB (TRUXIMA) 1000mg in 600mL SODIUM CHLORIDE 0.9% Infusion 1 Bag Pack	16			11,619.52	- Adjustments to Stock - ANTRIM AREA HOSP	COVID RELATED (rheum. boosters)delated tx	KWALL001
18-Nov-2021	STALEVO 175/43.75/200mg Tablets 30 Tablet Pack	1			18.24	- Adjustments to Stock - ANTRIM AREA HOSP	EXP 31/10/21	MLOR1002
24-Nov-2021	NEPRO HP (VANILLA) Liquid 220 mL Pack	30			0.30	- Adjustments to Stock - ANTRIM AREA HOSP	MOVED TO XBIN NOT USED IN 12 MTHS	KWALL001
24-Nov-2021	SYSTANE BALANCE Eye Drops 1 x 10mL pack	1			4.99	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
24-Nov-2021	SYSTANE BALANCE Eye Drops 1 x 10mL pack	1			4.99	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
26-Nov-2021	CALSHAKE POWDER (STRAWBERRY) Sachets 7 Sachet Pack	1			0.00	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
26-Nov-2021	CO-DANTHRAMER 25/200 in 5mL Oral Suspension 300 mL pack	1			132.76	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
26-Nov-2021	DESFLURANE ANAESTHETIC Inhalation Vapour Liquid 240 mL Pack	2			132.00	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001

Values are rounded to 2 decimal places.



Stock Adjustment Report - Detailed (Drug within Date within Location within Reason

Selected Locations from 01-Nov-2021 to 30-Nov-2021 for All Drugs and Selected Reasons
compiled on 1-Dec-2021 at 12:16 by GKERN002

Date	Item	Containers	Dose Units	KADJs On KADJ	Returns	KADJs Off	Cost Centre	Comment	Username
26-Nov-2021	PRO-CAL POWDER 15 g Sachets 30 Sachet Pack	1				0.30	- Adjustments to Stock - ANTRIM AREA HOSP		KWALL001
30-Nov-2021	CATHETER ARTERIAL SINGLE LUMEN WITH VISUAL CHAMBER 20g x 8cm ARTERIOSEL 01150901(VYGON) 1 Catheter Pack	29				440.80	- Adjustments to Stock - ANTRIM AREA HOSP		KMCCL017
Reason Totals						13,886.32			

Values are rounded to 2 decimal places.



Stock Adjustment Report - Detailed (Drug within Date within Location within Reason

Selected Locations from 01-Nov-2021 to 30-Nov-2021 for All Drugs and Selected Reasons

compiled on 1-Dec-2021 at 12:17 by GKERN002

Date	Item	Containers	Dose Units	KADJs On KADJ Returns	KADJs Off	Cost Centre	Comment	Username
Damaged								
Emer Rm, ANT								
1-Nov-2021	NICARDIPINE HYDROCHLORIDE 10 mg in 10mL Injection 5 x 10mL Ampoule Pack	1			50.00	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP		KWALL001
Reason Totals					50.00			
Date Expired Stock								
Emer Rm, ANT								
1-Nov-2021	DISODIUM EDETATE 0.4 % Eye Lotion 500 mL Pack	2			30.12	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP		KWALL001
1-Nov-2021	FONDAPARINUX SODIUM 1.5 mg in 0.3mL Pre-filled Syringe 10 Pre-filled Syringe Pack	2			110.20	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP		KWALL001
1-Nov-2021	MAGNESIUM SULFATE 10% (20mmol in 50mL) 5 g in 50mL Pre-filled Syringe 1 Pre-filled Syringe Pack	4			26.00	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP		KWALL001
1-Nov-2021	MAGNESIUM SULFATE 20% (16mmol in 20mL) 4 g in 20mL Pre-filled Syringe 1 Pre-filled Syringe pack	10			100.00	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP		KWALL001
2-Nov-2021	DRESSING FOAM KIT WITH SOFT PORT FOR RENASYS small RENASYS-F 66800794 1 Kit Pack	2			33.30	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP	EXPIRED	CADAM002
2-Nov-2021	PACK MENINGITIS PROPHYLAXIS RIFAMPICIN 100 mg in 5mL 1 unit Pack	2			42.44	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP	EXPIRED	CADAM002
2-Nov-2021	SODIUM BICARBONATE (500mL) (POLYFUSOR) 1.26 % Infusion 500 mL Pack	4			47.92	- Adjustments to Stock - EMERGENCY ROOM, ANTRIM AREA HOSP	EXPIRED	CADAM002
25-Nov-2021	CYPROHEPTADINE 4 mg Tablets 30 Tablet Pack	4			23.96	- Adjustments to Stock - ANTRIM AREA HOSP	EXP 30/11/21	MLOR1002
Reason Totals					413.94			

Values are rounded to 2 decimal places.

