

Thyroxine - Storage, Supply & Issuing PHC Remote Information Sheet

This document provides guidelines for the storage, supply and issuing of thyroxine in Department of Health remote health centres and must be read in conjunction with the following information:

- [Issuing & Administering Medicines](#)
- [Repackaging Medicines](#)
- [13-08 Storage and Supply of Thyroxine Communique](#)

Background

Changes in the manufacturer storage specifications now require that thyroxine must remain both **refrigerated** and in the **original foil packaging** in order to maintain the manufacturer specified shelf life. The shelf life of thyroxine must be limited to 14 days if these storage specifications are not met. Storage conditions are detailed [below](#).

Many clients use Dose Administration Aids (DAAs) to assist in medication adherence. Thyroxine is not suitable for inclusion in Dose Administration Aids due its storage requirements. Supplies of bulk quantities of thyroxine are also unsuitable for those clients that are unable to meet the storage requirements. The unique storage requirements of thyroxine have led to development of a separate client supply mechanism.

Ordering and Supply

Thyroxine must be ordered using the S100 Pharmacy Order Form provided by the contracted [S100 Pharmacy](#). All strengths of thyroxine are listed on the [Standard Drug List](#) (SDL) and are to be held as mandatory items. S100 Pharmacies will only supply thyroxine as imprest stock, not from client prescriptions. S100 Pharmacies will instead place a warning label on any client DAAs or medication packs where thyroxine has been prescribed alerting the health centre and the client that thyroxine must be supplied as an additional item to the dispensed medicines. S100 Pharmacies will ensure appropriate cold chain management and monitoring for transport of all cold chain products including thyroxine.

Storage

Thyroxine must be stored in refrigerated conditions AND in the original foil strip packaging in order to maintain efficacy and optimum shelf life until issued to a client. Only the strips intended for issue should be removed from the fridge at any time.

It is important to note that thyroxine:

- allowed to warm to room temperature conditions ($\leq 25^{\circ}\text{C}$) OR removed from the foil packaging must be limited to a **14 day expiry**
- that is constantly removed and replaced back into refrigerated conditions (i.e. **cycling in and out of the fridge**) must also be limited to a **14 day expiry**

Issuing

Thyroxine must be issued to clients in the original foil strip packaging in quantities amounting to no more than 14 days' supply unless the client can assure responsible management including maintenance of cold chain. Thyroxine should be issued from the health centre imprest stock.

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If it is required that thyroxine strips be cut to achieve the desired quantity, the strip must be cut in a manner that preserves the identification of the medicine name, strength and expiry date on the part of the strip that will remain in health centre stock.



Labelling

All thyroxine issued to clients must be labelled according to the standard described in [Repackaging Medicines](#). The following information must be included on the medicine label:

- client's name
- name of medicine, strength, form and the quantity supplied
- prescribed dose, frequency and route of administration
- date issued to the client
- initials / electronic identifier of staff member supplying the medicine
- location and contact details of health centre
- expiry date +/- batch number (note if the client cannot assure cold chain maintenance the expiry should be listed as 14 days from the issuing date)

Additionally a notice should be added to indicate that the medicine be stored in a cool place, refrigerated if possible.

Example Label

Eutroxig 50 microg tablets (14) (Thyroxine)	
Take ONE (1) tablet oral each morning. **refrigerate or store in a cool dry place**	
John Citizen Batch:ABX234	HRN:0987654 Expiry:dd/mm/yyyy
H Practitioner	DD/MM/YYYY
Remote Health Centre Name	
KEEP OUT OF REACH OF CHILDREN	
	

Documentation

Each issue of thyroxine to a client must be documented in the client's electronic health record.

Key Practice Points

- Thyroxine is not suitable for inclusion in client DAAs
- Thyroxine must be issued in intervals no longer than fourteen days to ensure the storage specifications are maintained, unless the client can assure responsible management including maintenance of cold chain
- Health centres must maintain all strengths of thyroxine as imprest stock and store stock in a manner that will allow for optimum product shelf life
- S100 Pharmacies will supply thyroxine only as imprest stock ordered by health centres and will not individually dispense thyroxine for clients
- Health centres must issue prescribed thyroxine from imprest stock
- Thyroxine must be appropriately labelled for supply according to [Repackaging Medicines](#)