**PROCESS FOR COMMENCING QOTP SHARED CARE**

**MDT review identifies client as suitable for shared care.**

Explain model to client, identify possible AP and document in file.

**CM contacts AP to confirm agreement to engage in shared care.**

Identify other AP if not agreeable.

**CM gains client consent to share medical information.**

**ADS maintain QOTP management.**

Continue to review for suitability.

**NO**

**CM contacts HARU for shared care approval.**

Approval given?

**CM informs dosing pharmacy of new arrangement.**

Send AP contact details and information pack to pharmacist and explain reporting requirements.

**YES**

**NO**

**YES**

**Team and AP in agreeance?**

**CM sets AP transfer appointment.**

This may be with or without client. Provide AP with handover and AP pack. Ensure AP and supporting staff confidence and ability to provide QOTP prescriptions, conducting reviews and completing other documentation.

**CM provides client and AP with 6-month review appointment at ADS clinic.**

Initial MO review 6-months from start of shared care. Annual MO and CM review thereafter if no issues.