



# Structured Administration and Supply Arrangement (SASA) – Issued for a Health Organisation

**TITLE:** Lidocaine for administration in the pre-hospital setting

## 1. Authority:

Issued by the Chief Executive Officer (CEO) of the WA Country Health Service (WACHS) under Part 6 of the Medicines and Poisons Regulations 2016.

## 2. Scope and Criteria:

This SASA authorises the health professionals and actions specified in the table below.

<b>Practitioners:</b>	Paramedics and registered nurses working within their clinical scope of practice as defined by the WACHS Kimberley Ambulance Service.
<b>Practice setting and/or service:</b>	When employed by, or contracted to provide services for, the WACHS Kimberley Ambulance Service in the pre-hospital setting.
<b>Approved activity:</b>	Administration
<b>Approved medicine:</b>	Lidocaine injection
<ul style="list-style-type: none"> <li>• Name, form/route</li> <li>• Schedule</li> </ul>	Schedule 4
<b>Approved indications (acute) or public health program:</b>	<ul style="list-style-type: none"> <li>• Local anaesthetic to reduce pain associated with: <ul style="list-style-type: none"> <li>○ Obtaining vascular access</li> <li>○ Skin closure</li> <li>○ Finger thoracostomy</li> <li>○ Intramuscular administration of ceftriaxone or intraosseous infusions (use as adjunct diluent)</li> </ul> </li> <li>• Cardiac arrest in accordance with Australian New Zealand Committee on Resuscitation Guidelines</li> </ul>
<b>Clinical practice guideline and/or procedure</b>	<p>Administration must be in accordance with the following WACHS endorsed policy documents:</p> <ul style="list-style-type: none"> <li>• WACHS Kimberley Ambulance Service (KAS) Procedure and KAS Medication List</li> <li>• <a href="#">WACHS Medication Prescribing and Administration Policy</a></li> <li>• <a href="#">Lignocaine (stjohnwa.com.au)</a> - now known as lidocaine</li> <li>• <a href="#">Clinical Practice Guidelines (stjohnwa.com.au)</a></li> </ul>




**3. General Conditions:**

The approved activity (administration and/or supply) of the identified medicine under this SASA is subject to the following conditions:

- a. The health practitioner must only administer and/or supply the medicine per the above criteria within their clinical scope of practice.
- b. Medicine selection, administration and/or supply and monitoring must be in accordance with WACHS endorsed clinical practice guidelines, procedure or policy identified in section 2 above.
- c. If related to vaccinations, written or documented verbal consent must be obtained from the person, parent or guardian, before each instance of immunisation.
- d. If related to Schedule 8 medicines, administration and/or supply must be in accordance with Part 11 of the Medicines and Poisons Regulations 2016.
- e. Administration and/or supply must be recorded in the patient's health care record and include the minimum requirements outlined in regulation 143 of the Medicines and Poisons Regulations 2016. Record keeping for administration and/or supply is in accordance with Part 12 of the Medicines and Poisons Regulations 2016. S4 administration documentation must be kept for 2 years and S8 administration documentation must be kept for 5 years.
- f. The medicines are procured by an authorised person or an appropriate Medicines and Poisons Permit holder. Procurement, storage, administration and supply is in accordance with Part 9 of the Medicines and Poisons Regulations 2016.

**4. Issued by:**

<b>Name:</b>	Jeffrey Moffet
<b>Position:</b>	WACHS Chief Executive Officer
<b>Signature:</b>	
<b>Date:</b>	21 March 2025
<b>Expiry:</b>	19 March 2027
<b>Issue number:</b>	WACHS SASA - Pre-hospital_02_2025

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**5. References:**

- a. [WA Medicines and Poisons Regulations 2016](#)

<b>Approval</b> for Issuing (can be removed for publication to internet, original to be kept on record)			
<b>WACHS Medicines and Therapeutics Committee</b>			
Minute number:	Item 4.1	Date endorsed:	24 February 2025
<b>WACHS Senior Medical Practitioner</b>			
Name and position:	Dr Helen Van Gessel, Executive Director Clinical Excellence		
Date approved:	20 March 2025	Signature:	