



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

TITLE: Supply of azithromycin by Registered Nurses as prophylaxis for identified diphtheria case contacts in the WA Country Health Service (WACHS)

1. Authority:

Issued by the Chief Executive (CE) of 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.

Practitioners:	Registered Nurses working within their scope of practice, whilst aligning with the guidance outlined in the WA diphtheria outbreak case and contact management interim guidance .
Practice setting and/or service:	WA Country Health Service
Approved activity:	Supply.
Approved medicine: Name, form/route Schedule	Oral azithromycin preparations (schedule 4). 500 mg tablet 200 mg/ 5 mL oral suspension Dosage, schedule and duration to align with the current regime outlined in the WA diphtheria outbreak case and contact management interim guidance .
Approved indication(s) (acute) or public health program:	For prophylaxis of medium to high-risk contacts based on the guidance provided in the WA diphtheria outbreak case and contact management interim guidance .
WACHS endorsed policy document(s) e.g. clinical practice guidelines, procedure, policy	Must be used in accordance with the following WACHS endorsed policy document(s) and WA Health guidance documents: WACHS Medication Prescribing and Administration Policy WACHS Medication Supply Procedure WA diphtheria outbreak case and contact management interim guidance .

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 procedure 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.

Additionally:

- g. Supply is in accordance with the [WACHS Medication Supply Procedure](#) (including practicalities of medication supply - labelling and packaging).
- h. The Registered Nurse is reasonably satisfied that there is no other person authorised under the Medicines and Poisons Regulations 2016 who could attend to the patient in person and supply the medicine.
- i. The quantity supplied on each occasion is a single complete course of prophylaxis as specified in current [WA diphtheria outbreak case and contact management interim guidance](#).

4. Issued by:

Name:	John Quinn (on behalf of the WACHS CE – Jeff Moffet)
Position:	WACHS Chief Operating Officer
Date:	30 June 2026
Expiry:	30 June 2028
Issue number:	1

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5. References:

- a. [WA Medicines and Poisons Regulations 2016](#)
- b. [WA diphtheria outbreak case and contact management interim guidance](#).



Approval for Issuing			
WACHS Medicines and Therapeutics Committee			
Minute number:	Endorsed out-of-session	Date endorsed:	05 June 2026
WACHS Senior Medical Practitioner			
Name and position:	Dr Helen Van Gessel – Executive Director Clinical Excellence		
Date approved:	05 June 2026	Signature:	HE21597