



Prescription Pricing Errors and Endorsing Good Practice

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Head of Pricing – PSNC





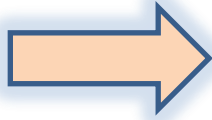
Head of Pricing role involves:

- Negotiating changes to the Drug Tariff with the Department of Health
- Lead for prescription pricing accuracy
- Responsible for the Pricing Audit Centre in Enfield and development of the electronic auditing system PRISM.
- Work closely with NHS Prescription Services (formerly PPD) to improve overall pricing accuracy

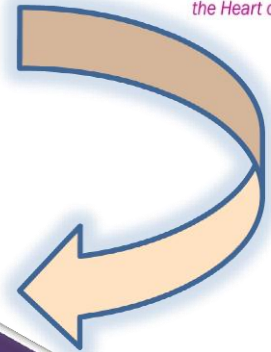
PSNC Auditing



**PRICING AUDIT CENTRE
PRISM SYSTEM**

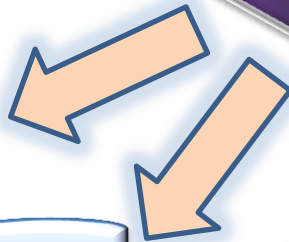


**Random
independent audit
of 21 English
accounts every
month**



**Average of 6600
items across all
accounts**

Independents



Multiples

**At least 1 from every
Local Pharmaceutical
Committee in a 4 month
period**





Why Does PSNC Audit?

- PSNC conducts checks to verify accuracy of pricing and switching by NHS Prescription Services (NHS RxS)
- Errors identified are reported to NHS RxS and adjustments of payments are obtained when appropriate.
- Auditing staff also note any incorrect endorsements made by the contractor and inform the contractor of these errors along with information on the corrections made to the account.
- Analysis of the data established during these checks enables detection of trends in pricing errors and this information is used in discussions with the Department of Health & NHS RxS to drive improvements in pricing accuracy.
- PRISM has allowed better training of contractors on “How to Endorse”.

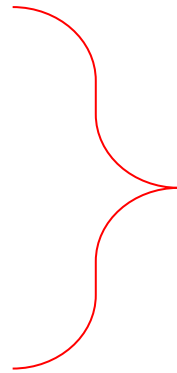
Prescription Endorsements and Sorting Guidelines



Areas where main errors occur:

- ❖ Expensive Items
- ❖ Unlicensed Specials/Imports
- ❖ Broken Bulk
- ❖ Expenses Claims
- ❖ Sorting – Doctors Signature

- ❖ NCSO
- ❖ Endorsing Area
- ❖ Flavours
- ❖ Not Dispensed
- ❖ Specials & Imports – Sourcing Fee
- ❖ Switching – incorrect filing
- ❖ Miscellaneous



**Red separator
Items**



Prescription Example

Age 85Y
D.o.B 28/09/20

Number of days' treatment
N.B. Ensure dose is stated

Endorsements
1. 1500/1500ml
Procal shot
strawberry
(6x250ml)
VITAFLO

Pro-Cal Shot NEUTRAL liquid
neutral (ACBS)
use as directed
1500 250ml bottle

Items 1

Signature of Prescriber
Date 12/07/2012

For dispenser
No. of Prescns.
on form 1

NHS

Form Number: E00063

Item 1	58473051	Pro-Cal Shot Liq (3 Flav) 250ml Special container	<input checked="" type="checkbox"/> Verified <input checked="" type="checkbox"/> Referred <input checked="" type="checkbox"/> Confirmed
Quantity:	250.00	Basic price: £4.64	Additional fees: £0.00
C/Size:	250.00	Pack price: £4.64	Charges: 0
		Prof fees:	1

Right Hand Side

Product Information
Payment Information
Can be edited by an auditor
Every item must be verified/referred
or Confirmed

Left Hand Side

Image of the prescription
Pharmacy endorsement
No confidential information

View: Front Rear

Exemption Status:

Chargeable Chargeable (old rate) Exempt
 Verified Referred Confirmed

Prescription Example

FP10SS0608

NOTE Patients who don't have to pay must fill in parts 1 and 3 (unless they are exempt on age grounds, and their age is printed on the front of this prescription). Those who pay must fill in parts 2 and 3. Penalty charges may be applied if you make a wrongful claim for free prescriptions. If you're unsure about whether you are entitled to free prescriptions, pay and ask for an FP57 form. You cannot get one later. The FP57 tells you about getting a refund.

Part 1 The patient doesn't have to pay because he/she:

A is under 16 years of age
 B is 16, 17 or 18 and in full-time education
 C is 60 years of age or over
 D has a valid maternity exemption certificate
 E has a valid medical exemption certificate
 F has a valid prescription pre-payment certificate
 G has a valid War Pension exemption certificate
 L is named on a current HC2 charges certificate
 X was prescribed free-of-charge contraceptives
 H *gets Income Support or income-related Employment and Support Allowance
 K *gets income-based Jobseeker's Allowance
 M *is entitled to, or named on, a valid NHS Tax Credit Exemption Certificate
 S *has a partner who gets Pension Credit guarantee credit (PCGC)

*Name: _____ Date of birth: _____ No. _____

I am included in an award of income-based Jobseeker's Allowance, income-related Employment and Support Allowance, Income Support, Pension Credit Guarantee Credit or Tax Credit. Print the name of the person who gets the benefit.

Declaration For patients who do not have to pay
 I declare that the information I have given on this form is correct and complete. I understand that if it is not, appropriate action may be taken. I confirm proper entitlement to exemption. To enable the NHS to check I have a valid exemption and to prevent and detect fraud and incorrectness, I consent to the disclosure of relevant information from this form to and by the NHS Business Services Authority, the Department for Work and Pensions and Local Authorities.

Now sign and fill in Part 3

Part 2 I have paid £ _____ Now sign and fill in Part 3

Part 3 Cross ONE box. I am the patient patient's representative

Sign here _____ Date / / _____

Print name and address* _____

 Postcode _____

*If different from overleaf © Crown Copyright

Form Number: E00063

19/06/2013 15:07:27 PSNC\janine.rowe Restore

Item 1 58473051 Pro-Cal Shot Liq (3 Flav) Verified
 250ml Special container Referred
 Prof fees: 1 Confirmed

Quantity: 1500.00 Basic price: £27.84 Additional fees: £0.00
 C/Size: 250.00 Pack price: £4.64 Charges: 0

View: Front Rear

Exemption Status: Chargeable Chargeable (old rate) Exempt
 Verified Referred Confirmed

Expensive Items no 1

Endorsements

Jobst
Ulcercare custom
Knee + Zip

4x1

L2-07-04 (4 Pcs)

07-04

EXPENSIVE
ITEM

Signature of Prescriber: [Redacted]

Date: 31/5/12

For dispenser No. of Prescrs. on form: [Redacted]

NHS

FP10NC0608

1235

Edit Prescription Item

Original "As paid"

Item 1 91448711 Jobst UlcerCARE Exlge Stkn + 2 x Compress Liner Pack
1 Special container

Quantity: 4.00 Basic price: £119.80 Additional fees: £2.40
C/Size: 1.00 Pack price: £29.95 Charges: 0

Prof fees: 1

Current version

Item 1 91425501 Jobst UlcerCARE Custom Med Stkn
1 Special container

Quantity: 4.00 Basic price: £242.76 Additional fees: £4.86
C/Size: 1.00 Pack price: £60.69 Charges: 0

Prof fees: 1

Edit

Status

Dispensed Not Dispensed

Details

Product: Jobst UlcerCARE Custom Med Stkn

Pack size: 1, UP £60.690, SC, "1"

Quantity: 4.00

Basic Price: £ 242.76

Dispensed (SF): 1

Expenses: £ 0.00

Endorsements

NC IP MF
LB LC

OK Cancel

Wrong appliance was paid with a difference in value of £122.96

This prescription had not been placed in the red separator even though it has been highlighted as an expensive item.

Expensive Items no 2

Number of days treatment
N.B. Ensure dose is stated
Endorsements
Page 1 of 3

1. 500/500g
Aqueous cream
Aqueous cream
Aqueous cream
apply bd
500 gram

2. 30/30
Cetirizine
10mg tabs
Cetirizine 10mg tablets
take one daily
30 tablet

3. 100/32
Paracetamol
500mg tabs
Paracetamol 500mg tablets
take one or two four times/day
100 tablet

4. 20 X 1
Innohep
40000iu/2ml
2ml vial
(20000iu/ml)
LEO
Expensive
Items
Confirm
Payment
Tinzaparin sodium 40,000units/2ml
solution for injection vials
1.2ml (24,000 units) daily, long term use
20 vial

Signature of Prescriber
Date
15/05/2012

For dispenser
No. of
Prescns.
on form

5284

NHS
FP10SS0608

Edit Prescription Item

Original "As paid"
Item 4 54191768 Paracet Tab 500mg
32

Quantity: 100.00 Basic price: £2.94 Prof fees: 1
P/Size: 32.00 Pack price: £0.94 Additional fees: £0.00
Charges: 0

Current version
Item 4 34571032 Innohep Inj 20,000u/ml 2ml VI
1 Vials
ZD Prof fees: 1
Quantity: 20.00 Basic price: £684.00 Additional fees: £13.68
P/Size: 1.00 Pack price: £34.20 Charges: 0

Edit
Status
 Dispensed Not Dispensed

Details
Product: Innohep Inj 20,000u/ml 2ml VI [LEO Pharma]
Pack size: 1, UP £34.200, "1"
Quantity: 20.00
Basic Price: £ 684.00
Dispensed (SF): 1
Expenses: £ 0.00

Endorsements
NC IP MF
LB LC

OK Cancel

Innohep Inj 20 vials ordered on prescription
Item priced as the above product (paracetamol)
Total difference in value of £681.06

This prescription had not been placed in the red separator and
had not been highlighted as an expensive item.

Unlicensed Specials/Imports no 1

Number of days' treatment
N.B. Ensure dose is stated

Endorsements

3x20

Minims Prednisolone Eye Drops
0.5 %
INSTILL INTO EACH EYE AT NIGHT
Quant : 3x20 standard dose
unit(s)

Carmellose Sodium Eye Drops 0.5 %
Put ONE drop into BOTH eyes FOUR
times a day
Quant : 2x10 ml

Ciclosporin Eye Ointment 0.2 %
Squeeze 5mm inside lower eyelid
of BOTH eyes MORNING and NIGHT
Quant : 2x3.5 gram

Simvastatin Tablets 40 mg
Take ONE at bedtime
Quant : 3x28 tablet

Signature of Prescriber [Redacted] Date 01/05/2012

For dispenser No. of Prescns. on form 4

NHS FP10SS0608 1073

Handwritten notes in red circle:
ACTIVE
2x10ml
lexan SP
2x3.5g
£190.53
each = £381.06
MF 15184
BN.MBKA
1503

Edit Prescription Item

Original "As paid"

Item 3 15709011 Ciclosporin Eye Oint 0.2%
1g
IP LB ZD Prof fees: 1

Quantity: 7.00 Basic price: £190.53 Additional fees: £23.81
P/Size: 1.00 Pack price: £0.00 Charges: 0

Current version

Item 3 15709011 Ciclosporin Eye Oint 0.2%
1g
IP LB ZD Prof fees: 1

Quantity: 7.00 Basic price: £381.06 Additional fees: £27.62
P/Size: 1.00 Pack price: £0.00 Charges: 0

Edit

Status
 Dispensed Not Dispensed

Details

Product: Ciclosporin Eye Oint 0.2% [Special Order]

Pack size: 1, UP £0.000, "1g"

Quantity: 7.00

Basic Price: £ 381.06

Dispensed (SF): 1

Expenses: £ 0.00

Endorsements

NC IP MF
LB LC

OK Cancel

Endorsed 2 x 3.5g = £190.53 each, total £381.06
Only £190.53 priced

Form was not sorted into red separators
Endorsement should have stated total price per pack only

Unlicensed Specials/Imports no 2 - Sourcing Fee (SP)

Please don't stamp over age box

Number of days' treatment

N.B. Ensure dose is stated

Endorsements

Special Mals

Dekristol
10/50

£29.99/50

£20 P + P

Colecalciferol Capsules 20,000 units
ONE CAPS EVERY TWO WEEKS
Quant : 10 capsule

Form Number: TE01077

Item 1	17154011	Dekristol Cap 20,000u	<input checked="" type="checkbox"/> Verified
	50		<input type="checkbox"/> Referred
	GN IP ZD	Prof fees: 1	<input type="checkbox"/> Confirmed
Quantity:	10.00	Basic price: £6.00	Additional fees: £0.00
P/Size:	50.00	Pack price: £0.00	Charges: 0

Endorsed Special – Dekristol 10/50 = £29.99/50
£20.00 P + P

SP not endorsed so sourcing fee has not been paid

Broken Bulk

Please don't stamp over any box

Number of days' treatment
N.B. Ensure dose is stated

Endorsements

Clobazam 10mg tablets
30 tab
take as directed
SLS

1. 30/30
Clobazam
10mg tabs

Levetiracetam 500mg tablets
60 tab
use as directed

2. 60/60
Levetiracetam
500mg tabs

Oxcarbazepine 150mg tablets
120 tab
take one twice daily

3. 120/50
Oxcarbazepine
150mg tabs
BB
20/06/2012

Oxcarbazepine 300mg tablets
20 tab
take one twice a day

4. 120/50
Oxcarbazepine
300mg tabs
BB
20/06/2012

4 items on this prescription.

Signature of Prescriber [Redacted] Date 18 Jun 2012

For dispenser
No. of
Prescs.
on form

4

NHS [Redacted] FP10SS0608

Form Number: E01198

Item 1 13611532 Clobazam Tab 10mg 30 Verified Referred Confirmed
 Quantity: 30.00 Basic price: £2.51 Additional fees: £0.00
 P/Size: 30.00 Pack price: £2.51 Charges: 0

Item 2 40629022 Levetiracetam Tab 500mg 60 (6 x 10) Verified Referred Confirmed
 Quantity: 60.00 Basic price: £36.46 Additional fees: £0.00
 P/Size: 60.00 Pack price: £36.46 Charges: 0

Item 3 52415033 Oxcarbazepine Tab 150mg 50 Verified Referred Confirmed
 Quantity: 120.00 Basic price: £35.54 Additional fees: £0.00
 P/Size: 50.00 Pack price: £14.81 Charges: 0

Item 4 52415022 Oxcarbazepine Tab 300mg 50 Verified Referred Confirmed
 Quantity: 120.00 Basic price: £55.70 Additional fees: £0.00
 P/Size: 50.00 Pack price: £23.21 Charges: 0

View: Front Rear

Exemption Status: Chargeable Chargeable (old rate) Exempt
 Verified Referred Confirmed

BB Claimed for 2 items –prescription not placed into red separator
Not seen by handler so priced as ordered

OOP Expenses



Please don't stamp over age box

Number of days' treatment
N.B. Ensure dose is stated

NHS Number: [REDACTED]

Endorsements

1) [XP] Juvela GF frsh fbr loaf sliced [HE RO] ACBS.
(3200) gram.
AS DIRECTED

Juvela GF
fresh fibre
loaf sliced

Juvela GF macaroni [HE RO] ACBS.
(500) gram.
WHEN REQUIRED

Two items on form

Juvela GF pasta	X
Juvela GF macaroni	X
JUVELA	X
from MedSpec Specials	X
£25.52 ex 3200	X
+ £50.00 Handling Charge	X
+ £15.00 Admin	X
+ £11.50 carnage	X
2) SW/SW	X

Signature of Prescriber: Dr Monisha Kurian

Date: 21/06/2012

For dispenser No. of Prescns. on form: 2

NHS [REDACTED] FP10SS0608 222

Edit Prescription Item

Original "As paid"

Item 1 37101091 Juvela G/F Fibre Loaf Brown (Cut)
400g Special container

Quantity: 3200.00 Basic price: £26.72 Additional fees: £0.00
C/Size: 400.00 Pack price: £3.34 Charges: 0

Prof fees: 1

Current version

Item 1 37101091 Juvela G/F Fibre Loaf Brown (Cut)
400g Special container

Quantity: 3200.00 Basic price: £26.72 Additional fees: £0.00
C/Size: 400.00 Pack price: £3.34 Charges: 0

Prof fees: 1

Edit

Status
 Dispensed Not Dispensed

Details

Product: Juvela G/F Fibre Loaf Brown (Cut)

Pack size: 400, UP £0.008, SC, "400g"

Quantity: 3200.00

Basic Price: £ 26.72

Dispensed (SF): 1

Expenses: £ 0.00

Endorsements
NC IP MF
LB LC

OK Cancel

Expenses Endorsed = £76.50 but not paid as it had not been placed in the red separator
ONLY OOP or XP will be accepted; no other variation allowed

Doctors Signature

Alendronic Acid Tablets 70 mg
TAKE ONE TABLET ONCE A WEEK
Quant : 4 TABLET

Amisulpride Tablets 50 mg
TAKE ONE AT NIGHT
Quant : 28 TABLET

Calcium Carbonate And
Colecalciferol Chewable tablets
1.25 grams + 10 micrograms (400
units)
ONE TWICE DAILY
Quant : 48 TABLET

Clotrimazole And Hydrocortisone
Cream 1% + 1%
APPLY TWICE DAILY
Quant : 30 GRAM(S)

Cyclizine Tablets 50 mg
ONE THREE TIMES DAILY
Quant : 84 TABLET

Signature of Prescriber [Redacted] Date 29/05/2012

For dispenser
No. of
Prescns.
on form

NHS [Redacted] FP10SS0608

Edit Prescription Item

Original "As paid"
Item 5 15561022 Cyclizine HCl Tab 50mg
100

Quantity: 8.00 Basic price: £0.71 Additional fees: £0.00
P/Size: 100.00 Pack price: £8.89 Charges: 0 Prof fees: 1

Current version
Item 5 15561022 Cyclizine HCl Tab 50mg
100

Quantity: 84.00 Basic price: £7.47 Additional fees: £0.00
P/Size: 100.00 Pack price: £8.89 Charges: 0 Prof fees: 1

Edit

Status
 Dispensed Not Dispensed

Details
Product: Cyclizine HCl Tab 50mg
Pack size: 100, UP £0.089, "100"
Quantity: 84.00
Basic Price: £ 7.47
Dispensed (SF): 1
Expenses: £ 0.00

Endorsements
NC IP MF
LB LC

OK Cancel

Doctors signature has obscured the quantity ordered
8 tablets have been priced instead of 84
Total difference = £6.76
This prescription had not been placed in the red separator
and has been incorrectly priced by the ICR

What Should be Placed in the Red Separator?



Items placed in the red separator are processed manually by a specialised Pricing Team at NHS RxS.

It is imperative that contractors place the following prescriptions into the red separator to ensure that they are manually priced:

- Broken bulk items
- Items with a net ingredient cost of £100 or more
- Items where prescribers have included supplementary product information (i.e. a specific manufacturer in the dosage field)
- Specials (both part VIII B and non part VIII B)





- Items where prescribers have made a handwritten amendment
- Prescriptions where the prescriber's signature encroaches on the last item on the prescription form
- Out of pocket expenses

These prescriptions should be placed into the red separators enclosed with the FP34C submission form and then placed in your bundle to send to NHS RxS.

Please note that NHS RxS advise that including any other items in the red separator may lead to a delay in payment.



Endorsement Area

Simvastatin Tablets 40 mg
28 tablet
✓ ONE TO BE TAKEN AT NIGHT

Aspirin E/C Tablets 75 mg
28 tablet
✓ ONE TO BE TAKEN DAILY

Humulin M3 Kwikpen Suspension For Injection 100 units/ml, 3 ml pre-filled pen
3x5 pre-filled disposable injection
AS DIRECTED

Carvedilol Tablets 6.25 mg
28 tablet
✓ ONE TO BE TAKEN AT NIGHT

Signature of Prescriber: [Redacted] Date: 15.05.2012

For dispense No. of Prescs. on form: [Redacted]

NHS [Redacted] FP10SS0608

Edit Prescription Item

Original "As paid"

Item 2 03721193 Aspirin Tab E/C 75mg
28

Quantity: 8.00 Basic price: £0.27 Additional fees: £0.00
P/Size: 28.00 Pack price: £0.96 Charges: 0

Prof fees: 1

Current version

Item 2 03721193 Aspirin Tab E/C 75mg
28

Quantity: 28.00 Basic price: £0.96 Additional fees: £0.00
P/Size: 28.00 Pack price: £0.96 Charges: 0

Prof fees: 1

Endorsements

NC IP MF
LB LC

Status
 Dispensed Not Dispensed

Details

Product: Aspirin Tab E/C 75mg
Pack size: 28, UP £0.034, "28"
Quantity: 28.00
Basic Price: £ 0.96
Dispensed (SF): 1
Expenses: £ 0.00

OK Cancel

Contractor has ticked each item
28 ordered, tick across the 2
8 priced – difference of £0.69

Flavours

Endorsements

*BRANDED
APPLE
CHOCOLATE
STRAWBERRY
VANILLA
+ 10/4*

ACBS Fortisip Compact Liquid Feed
Milkshake Style
20x125 ml ACBS
1 ONCE DAILY

Signature of Prescriber: [Redacted]

Date: 04.05.2012

For dispenser:
No. of Prescs.
on form: 5

NHS

FP10SS0608

Form Number: E00556

Item 1	26922051	Fortisip Compact Liq (7 Flav)	500ml (4 x 125ml)	<input checked="" type="checkbox"/> Verified		
Quantity:	2500.00	Basic price:	£38.80	Prof fees:	1	<input type="checkbox"/> Referred
P/Size:	500.00	Pack price:	£7.76	Additional fees:	£0.00	<input type="checkbox"/> Confirmed
		Charges:	0			

View:

Front Rear

Exemption Status:

Chargeable Chargeable (old rate) Exempt
 Verified Referred Confirmed

5 flavours endorsed by the contractor but mixed/assorted not ordered
Only one flavour paid

Not Dispensed no 1

Please don't stamp over eye box

Number of days' treatment
N.B. Ensure dose is stated

Endorsements

Flucloxacillin 500mg capsules
56 capsules
One to be taken four times daily

1) **Fucidin H cream (LEO Pharma)**
30 grams
apply twice daily

ND

2 items on this prescription.

Signature of Prescriber [Redacted] Date 29 Jul 2012

For dispenser No. of Prescs. on form [Redacted]

NHS FP10SS0608

Edit Prescription Item

Original "As paid"

Item 2 **27181034 Fucidin H Crm**
Tube 30g Special container

Quantity: **30.00** Basic price: **£5.01** Prof fees: **1**
C/Size: **30.00** Pack price: **£5.01** Additional fees: **£0.00**
Charges: **1**

Current version

Item 2

Quantity: **ND** Prof fees: **0**
Basic price: **£0.00** Additional fees: **£0.00**
Pack price: Charges: **0**

Edit

Status

Dispensed Not Dispensed

Details

Product: [Redacted]

Pack size: [Redacted]

Quantity: 0.00

Basic Price: £ 0.00

Dispensed (SF): 0

Expenses: £ 0.00

Endorsements

NC IP MF
LB LC

OK Cancel

ND Endorsed but product not crossed through
Item has been paid and as a chargeable form, a charge has been deducted

Not Dispensed no 2

Please don't stamp over age box

Number of days' treatment
N.B. Ensure dose is stated

Endorsements

1) Lisinopril 5mg tablets
TAKE ONE TABLET DAILY
28 tablet

2)ND

Fees: Sildenafil 100mg tablets (SLS)
1F, 1 AS DIRECTED
8 tablet

Signature of Prescriber: [Redacted] Date: 04/07/2012

For dispenser No. of Prescns. on form: 1

NHS FP10SS0608

Edit Prescription Item

Original "As paid"

Item 2 65709033 Sildenafil Tab 100mg
4

Quantity: 8.00 Basic price: £47.00 Prof fees: 1
P/Size: 4.00 Pack price: £23.50 Additional fees: £0.00
Charges: 1

Current version

Item 2

ND Prof fees: 0
Quantity: 0.00 Basic price: £0.00 Additional fees: £0.00
Pack price: Charges: 0

Edit

Status
 Dispensed Not Dispensed

Details

Product: [Empty]
Pack size: [Empty]
Quantity: 0.00
Basic Price: £ 0.00
Dispensed (SF): 0
Expenses: £ 0.00

Endorsements
NC IP MF
LB LC

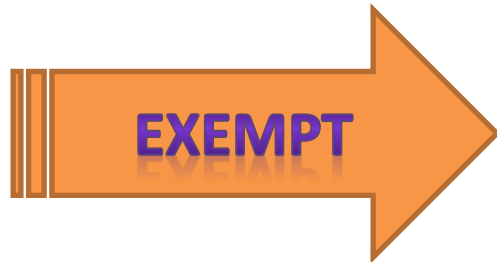
OK Cancel

ND endorsed but item crossed out using a vertical line
ICR was still able to read product and priced it and deducted a charge

Switching

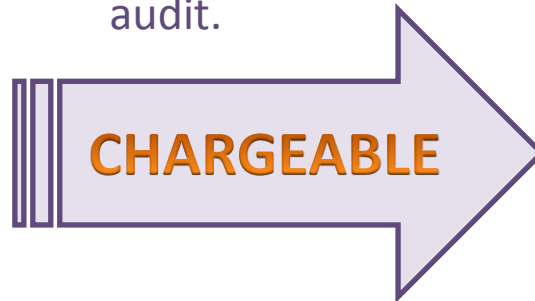


Switching occurs if NHS RxS do not agree with the charge group in which the prescription has been submitted:



Chargeable

- If a declaration of exemption is required but not provided or complete (i.e. no signature), the relevant number of charges are deducted for the prescription form
- If a paid form has been incorrectly filed as exempt, NHS RxS do not always take a charge but a charge will be taken at audit.



Exempt

- If NHS RxS have incorrectly taken a charge on the prescription form, the item is switched back to exempt.



Switching no 1

Age 52 yr
22/09/12

N.B. Ensure dose is stated

Endorsements

Ibuprofen Tablets 600 mg
ONE TO BE TAKEN THREE TIMES A DAY
Quant : 50 tablet(s)

Indapamide M/R tablets 1.5 mg
1D
Quant : 30 tablet

Isosorbide Mononitrate M/R
capsules 60 mg
1D
Quant : 28 capsule(s)

Mometasone Furoate Nasal spray
50 micrograms/dose
TAKE ONE TWICE DAILY
Quant : 1 spray

Omeprazole Capsules 20 mg
D
Quant : 28 capsule(s)

Signature of Prescriber [Redacted] Date 21/06/2012

For dispenser No. of Prescs. on Form
5

NHS [Redacted] FP10SS0608

FP10SS0608

NOTE Patients who don't have to pay must fill in parts 1 and 3 (unless they are exempt on age grounds, and their age is printed on the front of this prescription). Those who pay must fill in parts 2 and 3. Penalty charges may be applied if you make a wrongful claim for free prescriptions. If you're unsure about whether you are entitled to free prescriptions, pay and ask for an FP57 form. You cannot get one later. The FP57 tells you about getting a refund.

Part 1 The patient doesn't have to pay because he/she:

- A is under 16 years of age
- B is 16, 17 or 18 and in full-time education
- C is 60 years of age or over
- D has a valid maternity exemption certificate
- E has a valid medical exemption certificate
- F has a valid prescription pre-payment certificate
- G has a valid War Pension exemption certificate
- L is named on a current HC2 charges certificate
- X was prescribed free-of-charge contraceptives
- H *gets Income Support or income-related Employment and Support Allowance
- K *gets income-based Jobseeker's Allowance
- M *is entitled to, or named on, a valid NHS Tax Credit Exemption Certificate
- S *has a partner who gets Pension Credit guarantee credit (PCGC)

Collectors of Schedule 2 & 3 CDs should sign their name:

Pharmacy use only
Evidence not seen

*Name: [Redacted] Date of Birth: [Redacted] NI no: [Redacted]

*I am included in an award of income-based Jobseeker's Allowance, income-related Employment and Support Allowance, Income Support, Pension Credit Guarantee Credit or Tax Credit. Print the name of the person who gets the benefit.

Declaration For patients who do not have to pay
I declare that the information I have given on this form is correct and complete. I understand that if it is not, appropriate action may be taken. I confirm proper entitlement to exemption. To enable the NHS to check I have a valid exemption and to prevent and detect fraud and incorrectness, I consent to the disclosure of relevant information from this form to and by the NHS Business Services Authority, the Department for Work and Pensions and Local Authorities.

Now sign and fill in Part 3

Part 2 I have paid Now sign and fill in Part 3

Part 3 Cross ONE box. I am the patient patient's representative

Sign here: [Redacted] Date: [Redacted]

Print name and address: [Redacted]

Postcode: [Redacted]

*If different from overleaf
© Crown Copyright

Submitted as Exempt, changed to Paid

5 CHARGES DEDUCTED

A signature was required: The back of the form was ticked but not signed

Switching no 2

Pharmacy Stamp
Age 52 yrs
D.o.B 31/12/1959

Please don't stamp over age box
Number of days' treatment
N.B. Ensure dose is stated

Endorsements

1. 100/100
Co-codamol
30/500 tabs

2. 28/28
Omeprazole pr
20mg caps

Co-Codamol 30/500 Tablets
100 tablets
ONE OR TWO TO BE TAKEN FOUR TIMES
DAILY AS REQUIRED

Omeprazole Capsules (Gastro-Resistant)
20 mg
28 capsule
1 ONCE DAILY

Signature of Prescriber
Date 07.06.2012

For dispenser
No. of
Prescns.
on form

NHS

FP10SS0608

269

FP10SS0608

NOTE Patients who don't have to pay must fill in parts 1 and 3 (unless they are exempt on age grounds, and their age is printed on the front of this prescription). Those who pay must fill in parts 2 and 3. Penalty charges may be applied if you make a wrongful claim for free prescriptions. If you're unsure about whether you are entitled to free prescriptions, pay and ask for an FP57 form. You cannot get one later. The FP57 tells you about getting a refund.

Part 1 The patient doesn't have to pay because he/she:

- A is under 16 years of age
- B is 16, 17 or 18 and in full-time education
- C is 60 years of age or over
- D has a valid maternity exemption certificate
- E has a valid medical exemption certificate
- F has a valid prescription pre-payment certificate
- G has a valid War Pension exemption certificate
- L is named on a current HCZ charges certificate
- X was prescribed free-of-charge contraceptives
- H *gets Income Support or income-related Employment and Support Allowance
- K *gets income-based Jobseeker's Allowance
- M *is entitled to, or named on, a valid NHS Tax Credit Exemption Certificate
- S *has a partner who gets Pension Credit guarantee credit (PCGC)

Collectors of Schedule 2 & 3
CDs should sign their name:

Pharmacy use only
Evidence not seen

*Name: _____ Date of Birth: _____ Age: _____

*I am included in an award of income-based Jobseeker's Allowance, income-related Employment and Support Allowance, Income Support, Pension Credit Guarantee Credit or Tax Credit.
Print the name of the person who gets the benefit.

Declaration For patients who do not have to pay
I declare that the information I have given on this form is correct and complete. I understand that if it is not, appropriate action may be taken. I confirm proper entitlement to exemption. To enable the NHS to check I have a valid exemption and to prevent and detect fraud and incorrectness, I consent to the disclosure of relevant information from this form to and by the NHS Business Services Authority, the Department for Work and Pensions and Local Authorities.

Now sign and fill in Part 3

Part 2 I have paid £15.30 Now sign and fill in Part 3

Part 3 Cross ONE box to show the patient's representative

Sign here I am the patient patient's representative

Print name and address: _____ Date: / /

*If different from overleaf © Crown Copyright

Submitted as Exempt, changed to Paid

2 CHARGES DEDUCTED

A monetary value was endorsed in part 2 of the form

Methadone Prescriptions



Date	Item	Quantity supplied	Pharmacist's initials
20/12/12	Methadone 1mg/ml SF soln ⁿ	106ml	SB
20/12/12	Methadone 1mg/ml SF soln ⁿ	106ml	SB

Methadone 1mg/ml oral solution sugar free (one mg per one ml) 'CD'
 (106 (one thousand four hundred and eighty four)) ml.
 106MLS DAILY. PLEASE DISPENSE 742MLS EVERY THURSDAY IN INDIVIDUAL BOTTLES
 PLEASE DISPENSE 20/12/12

One item on form

Signature of Prescriber: [Redacted] Date: 30/11/2012

For Dispenser No. of Prescs. on Form: 2

NHS FP10MDA0608

NOTE Details of items supplied - see notes overleaf

14 day Prescription

2 instalments/pickups = 2 sets of professional fees

12 additional bottles supplied = PD 12 (55p per bottle)

Plus automatic £2.50 methadone fee





TOP TIPS FOR FILING/SUBMISSION



Top Tips



End of Day Process:

- Double check endorsements on all special prescriptions
- Highlight all red separator items during dispensing if possible and keep separate from the rest of the bundle (log all expensive items/OOP claims).
- Check the backs of all prescriptions and ensure they are signed and ticked if not age exempt with a printed date of birth
- Ensure date stamps do not obscure the date of birth
- Remove all labels, staples, post-it notes, sellotape etc from prescriptions
- See PSNC's monthly CPN magazine or the website for free endorsing quick-guides.

Top Tips continued...



Before submission:

- Double check daily prescription counts
- Calculate monthly prescription figures twice and transcribe figures correctly onto FP34c submission document
- Pack prescriptions neatly and without elastic bands
- Send by courier before the 5th of the month





Submission – How not to



Submission – How not to



Submission – How the bundle is prepared



Submission – How to





Top Tips continued...

After Payment:

- Keep track of your monthly payments
- Reconcile all expensive items and OOP expenses with schedule of payment



Questions?

