**Getting FP10 Prescriptions to Patients/ the Community Pharmacy**

There is currently no ‘smart’ way of electronically transmitting prescriptions from LYPFT to community pharmacists (ie the electronic repeat dispensing (eRD)/ Electronic Prescription Service (EPS) systems are essentially just for GPs at present). This may change and/ or other options may become available at a later date.

Community pharmacists are extremely busy at the present time, their capacity to check email is limited, not all of them have faxes ( ‘axe the fax’) and some of them are subject to temporary closures (due to staff sickness). **It is worth contacting them directly in advance** of sending patients/ carers/ FP10 prescriptions to them.

To **find details of community pharmacies** in Leeds use the following link <https://www.leedsccg.nhs.uk/health/services/find/?fas-service-type=pharmacies> or

<https://www.nhs.uk/service-search/find-a-pharmacy> (anywhere in the UK).

When prescribing on an FP10:

* **Please ensure you put your contact details on the prescription** in case of query.
* Indicate whether the prescription has been written from a COVID hot/ cold area(there are concerns about COVID transmission via paper)
* **Do not prescribe more than one months supply** (to prevent collapse of the supply chain).
* Advise regarding the plan for getting to medication to the patient eg ‘*patient/ patients representative collecting’*, **allow reasonable time for the supply to be dispensed**.
* NB Community pharmacists need clear detail regarding the **total quantity to be supplied**.
* It is **highly unlikely** that any medication will be supplied in a **MCA ‘compliance aid**, even if the patient has previously had one.

The following options are therefore suggested, in order of preference:

**1 – The Patients or patients representative collects the FP10 prescription from a Trust site.**

* This may not be possible due to shielding, isolation, closure of locality sites, transport issues etc
* If used ensure the prescription awaiting collection is securely stored along with details of how it will be collected.
* Ensure there’s a way of ensuring the FP10 is given only to the intended recipient ie patient or their nominated representative – ID check or confirmation of patients full name/ address/ DoB

**2 - Posting the FP10 (1st Class post) directly to the Community Pharmacy nominated by the Patient**

* Preferred by community pharmacy (legal way to make a supply)
* Less likely to get missed (cf emailed prescription)

However, this may not meet the required timescales, particularly as the postal services are also experiencing some disruptions.

Postage can be paid for online <https://parcel.royalmail.com/orders/quick-delivery/?format=Letter>

**2 - Arrange delivery of the FP10 using Trust taxi, redeployed trust staff\* or NHS volunteer\*** **to the Community Pharmacy nominated by the Patient**

\*these options are being explored but as yet not operational.

* Advantages as above, plus quicker. Preferable for CD prescriptions.
* Ensure the FP10 is enclosed within an opaque outer detailing only the community pharmacists name and address [details can be obtained here <https://www.leedsccg.nhs.uk/health/services/find/?fas-service-type=pharmacies> or
* <https://www.nhs.uk/service-search/find-a-pharmacy>] and endorse ‘*Prescription for dispensing [today/ tomorrow/ date] please’*

**3 – Use nhs.net email to send a scan or photograph of the FP10 to Community Pharmacy Nominated by the Patient (prior to posting the FP10 to them)**

* At their discretion community pharmacists can dispense from a copy of a prescription provided they are assured the original prescription will follow as soon as reasonably possible,
* However, community pharmacy emails may not be checked during these extremely busy times
* Photos/ scans should be used made using a Trust scanner or work phone (saved to the work side of Trust mobile phones and then deleted)
* Emails MUST be from a secure nhs.net to nhs.net address ONLY
* The prescription must be posted that day

**4 – If none of the above are viable options contact** Jane Riley/ Dawn Fleming/ Caroline Dada or another senior pharmacists **for advice/ help**