

Bulk prescribing implementation guidance for: **Community Pharmacy**

Before implementing bulk prescribing there should be a discussion between the GP, community pharmacist, care home and the CCG medicines management team to agree the list of medicines and local processes.

Implementation of bulk prescribing

- Ensure dispensary staff are aware of principles of bulk prescribing.
- Agree a system with the care home regarding requests for bulk prescriptions.
- On commencing treatment, the medication must be prescribed initially on a prescription bearing the service user's name. This will ensure the medicine and specific directions appear on that service user's subsequent MAR charts. (It is at the pharmacist's discretion whether a MAR chart is supplied as this is not a contractual requirement.)
- Subsequent prescriptions for each new service user can then be ordered using a bulk prescription.
- Ensure a letter has been received from the GP identifying the care home, patients and drugs that will have bulk prescribing (**See Attachment 5 - Bulk prescribing letter template**).
- Ensure the list of medicines prescribed is suitable for bulk prescription.
- Check the bulk prescription writing standards.
- Check bulk prescription monthly order form from care home:
 - Check agreed medication list for bulk prescribing (**See Attachment 1 - Agreed list of bulk prescribed medicines**)
 - Check quantity requested matches bulk prescription
 - Check that the service users listed on the bulk prescribing monthly order form have a record of the bulk prescribed medication on the MAR chart
 - Confirm any discrepancies with care home/prescriber
 - While service user requires medication on bulk prescription, if supplying MAR chart, print the medication and direction to allow endorsement of administration to be made
 - Indicate medication is bulk prescribed on MAR chart
 - Bulk prescriptions are submitted to the Business Services Authority as normal.
- There is no prescription charge for a bulk prescription.