Claim for Review of Prescriptions Switched via the CIP System

To:	Please email this form to switching@ppa.nhs.uk Alternatively send the form to: Gary Sutherland PPD Help desk 4th Floor Cuthbert House All Saints Business Centre Newcastle Upon Tyne NE1 2ET

Contractor Account Details

OCS code/F Code	
Pharmacy Name	
Address	
Postcode	

Contractor Declaration

To PPD Helpdesk,

For the above contract, please review the number of prescription items switched between Exempt and Chargeable groups in the following month(s):

The table below lists the number of items switched in the **month (s)** and the **three months** prior to the month(s) to be reviewed. (NB.This information can be found on page 2 of the Schedule of Payments):

Month	Number of Items switched from Exempt to Chargeable Group	Number of Items switched from Chargeable to Exempt Group

This information will be used to assess the impact of changes in PPD processes in checking exemption declarations on the number of forms that are switched and will inform negotiations between PSNC and the Department of Health on any arrangements to address contractors concerns with increased levels of switching.

Pharmacy staff are reminded of the importance of ensuring that the back of each prescription form is completed correctly. If the exemption declaration on the reverse of a prescription is not complete and the patient is not age exempt with the date of birth automatically printed on the prescription, the prescription will be treated as a 'paid' prescription and prescription charges will be deducted for that prescription during the payment process.

Claim made by Name: *(please print name***:**		**Date:**	
Telephone number: *(in case of queries)*			