**From:** PATEL, Neha (NHS SURREY HEARTLANDS ICB - 92A) <neha.patel1@nhs.net>  
**Sent:** Thursday, January 18, 2024 2:48:50 PM  
**To:** MOHAMED, Munira (SHEERWATER HEALTH CENTRE) <munira.mohamed1@nhs.net>  
**Cc:** TAYLOR, Nine (SHEERWATER HEALTH CENTRE) <ninetaylor@nhs.net>; BAMONGYA, Daniel (NORTH WEST SURREY INTEGRATED CARE SERVICES (NICS) LIMITED) <daniel.bamongya@nhs.net>  
**Subject:** RE: Prescribing policy

Hello Dr Mohamed,

The prescribing scheme this year suggests the following should be included:

a. Recording of non-GP prescribed medicines – to have a clear process in place for recording non-GP prescribed medicines in line with [guidance on the PAD](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsurreyccg.res-systems.net%2FPAD%2FGuidelines%2FDetail%2F5677&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=QsWJoS4%2BxJQwtFdg%2BYBRRkl1J6Md%2BgtHdIc%2FRXdeLSg%3D&reserved=0). See section 3 and page 14 of the [guide to writing a prescribing policy](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fview.officeapps.live.com%2Fop%2Fview.aspx%3Fsrc%3Dhttps%253A%252F%252Fsurreyccg.res-systems.net%252FPAD%252F%252FContent%252FDocuments%252F2%252FGuidance%252520for%252520Writing%252520a%252520Practice%252520Prescribing%252520Policy%252520FINAL%252520Jun%25252023.docx%26wdOrigin%3DBROWSELINK&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=dz6j1oMbJCugE2mN0yFIdZFvjny0I%2BVCzKfFBTTDoPw%3D&reserved=0)

b. Medicines reconciliation – to ensure systems are in place for people discharged from a care setting to have a reconciled list of their medicines in their GP record within 1 week of the GP practice receiving the information, and before a prescription or new supply of medicines is issued in line with [NICE Quality Standard 120 Quality statement 5: Medicines reconciliation in primary care | Medicines optimisation | Quality standards | NICE.](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.nice.org.uk%2Fguidance%2Fqs120%2Fchapter%2Fquality-statement-5-medicines-reconciliation-in-primary-care%23%3A~%3Atext%3DService%2520providers%2520(such%2520as%2520GP%2Cbefore%2520a%2520prescription%2520or%2520new&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=APrUCAGGRF1jKrsA4%2Besy1gHMhdbmYS%2FgCd3GhDZfNk%3D&reserved=0) See section 8.5 of the [guide to writing a prescribing policy](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fview.officeapps.live.com%2Fop%2Fview.aspx%3Fsrc%3Dhttps%253A%252F%252Fsurreyccg.res-systems.net%252FPAD%252F%252FContent%252FDocuments%252F2%252FGuidance%252520for%252520Writing%252520a%252520Practice%252520Prescribing%252520Policy%252520FINAL%252520Jun%25252023.docx%26wdOrigin%3DBROWSELINK&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=dz6j1oMbJCugE2mN0yFIdZFvjny0I%2BVCzKfFBTTDoPw%3D&reserved=0)

c. Repeat prescribing processes – to have a practice repeat prescribing protocol in place, in line with Surrey Heartlands repeat prescribing standards, with the aim of improving patient safety and reducing overprescribing. I can see you already have this information in the policy you have written. The guidance on PAD can be linked too to include the [repeat prescribing standards](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsurreyccg.res-systems.net%2FPAD%2FContent%2FDocuments%2F2%2FGuidance%2520for%2520Repeat%2520Prescription%2520Management%2520%2520FINAL%2520Apr%252023.pdf&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=EyCBwVdd%2FN%2F1mZYCnVMjkCSWgoaMkm9Nk4kKX0xEs7w%3D&reserved=0) and the [guide to writing a prescribing policy](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fview.officeapps.live.com%2Fop%2Fview.aspx%3Fsrc%3Dhttps%253A%252F%252Fsurreyccg.res-systems.net%252FPAD%252F%252FContent%252FDocuments%252F2%252FGuidance%252520for%252520Writing%252520a%252520Practice%252520Prescribing%252520Policy%252520FINAL%252520Jun%25252023.docx%26wdOrigin%3DBROWSELINK&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=dz6j1oMbJCugE2mN0yFIdZFvjny0I%2BVCzKfFBTTDoPw%3D&reserved=0) can be used to check that you have included most elements.

d. Reporting of incidents – to have a practice process in place for reporting medication safety incidents and to [register for LFPSE.](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Frecord.learn-from-patient-safety-events.nhs.uk%2F&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=QZ3I8qbw10uIFnRgMci%2Fe%2Fp%2FhWF3xD8m61YXuZiLfQw%3D&reserved=0) See page 9 of the [guide to writing a prescribing policy](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fview.officeapps.live.com%2Fop%2Fview.aspx%3Fsrc%3Dhttps%253A%252F%252Fsurreyccg.res-systems.net%252FPAD%252F%252FContent%252FDocuments%252F2%252FGuidance%252520for%252520Writing%252520a%252520Practice%252520Prescribing%252520Policy%252520FINAL%252520Jun%25252023.docx%26wdOrigin%3DBROWSELINK&data=05%7C02%7Csultanmohamed%40nhs.net%7Cc2dd1caef83e4c6ddf7f08dc185b2f22%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638412027393103646%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=dz6j1oMbJCugE2mN0yFIdZFvjny0I%2BVCzKfFBTTDoPw%3D&reserved=0)

I have had a look at the prescribing policy you sent me and have made my comments in there.

Please let me know if you have any questions or need any further support.

Many thanks,

Neha

**Neha Patel**| Medicines Optimisation Pharmacist

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