

To: All Community Pharmacy Contractors

Tel : 028 9536 1008

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Web Site : www.hscboard.hscni.net

DATE: 15th February 2016

Dear Colleague,

Governance and Assurance requirements for Community Pharmacy

A key goal of the DHSSPS strategy document “Making it better through Pharmacy in the Community”ⁱ is to ensure that throughout life, in accordance with their clinical needs, people have access to timely, safe, quality assured medicines supplied with appropriate advice and support to help them gain the best outcomes from their treatment and avoid harm.

In order to assure that patients and members of the public receive safe, effective and high quality Pharmaceutical Services the Health and Social Care Board (HSCB) has worked closely with CPNI to develop an assurance process for community pharmacy which is detailed in the enclosed Community Pharmacy Assurance framework (CPAF). The aim and purpose of the framework is to monitor compliance with Terms of Service, service specifications, related professional standards and best practice guidance.

The CPAF consists of two components:

- (i) an annual declaration by each community pharmacy contractor, and
- (ii) a programme of visits, undertaken by HSCB staff, to each pharmacy over a three year period.

The attached document provides further guidance on the framework, details of how the process will be managed and the relevant documentation. It is also available on the pharmaceutical section of the BSO website at: <http://www.hscbusiness.hscni.net/services/2693.htm>

The purpose of this letter is to bring this assurance framework to your attention and I would ask that you consider this carefully. I will write again in the coming months with a declaration form for your pharmacy and seek return of this in line with the timescales detailed in the guidance document attached.

If you have any queries in relation to the framework, or completion of the declaration form, please contact <insert name>, Pharmaceutical Services Adviser in the first instance.

In relation to the Clinical Governance requirements, work is continuing to shape the Clinical Governance Framework and I will update you of progress with this in due course.

I would like to thank you for your co-operation with the assurance framework which is important to provide the necessary assurance in relation to the quality and safety of community pharmacy services and the wider patient safety agenda.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Joe Brogan', with a stylized flourish at the end.

Joe Brogan
Asst Director Integrated Care
Head of Pharmacy and Medicines Management

ⁱ <https://www.dhsspsni.gov.uk/making-it-better-through-pharmacy-in-the-community.pdf>