

Notification of Unplanned Temporary Suspension of Pharmaceutical Services

For all pharmacy closures (planned and unplanned) there is a contractual requirement for you to contact Primary Care Contracts Teams (PCCT) to make them aware of the intended closure. This is to ensure we minimise any disruption to service users and maintain pharmaceutical service provision across the network.

Action Required: Please consider and complete all of the points below and email to: pamela.calder@nhs.scot & fv.communitypharmacysupport@nhs.scot by 10am on the day of closure or as soon as a need to close has been identified.

Contractor Code	
Pharmacy Name	
Pharmacy Address	
Address for Correspondence (If different from above)	
Date of Temporary Suspension:	
Times when Pharmaceutical Services were not provided:	

1) Please explain below the reasons for the temporary suspension:

2) Please explain below the actions taken to limit the impact on patients:

3) Please explain below the actions taken regarding patients on daily pick-up and urgent prescriptions:

4) Please confirm if the following have been notified of the closure: (*if applicable)

GP Surgeries

Neighbouring Pharmacies ☐

Out of Hours Service

Care Homes

Community Addiction Team

Please provide any further information if required

Signature:

Print Name:

Position:

Date:

Contact email address in case of queries:

Contact phone number in case of queries:

Please return form to pamela.calder@nhs.scot