

Medicines Management Team
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To: All Community Pharmacy Contractors in Plymouth TPCT

7th October 10

Re: Clinical Governance Multi-Disciplinary Audit 2010/11

Dear Colleague,

One of the clinical governance requirements under the new pharmacy contract is that pharmacists and their staff should participate in one PCT determined multidisciplinary audit each year. For 2010/11 we are asking pharmacists to audit FP10HNC prescriptions issued from Plymouth Hospitals NHS Trust i.e. Derriford Hospital and the Royal Eye Infirmary. The aims of the audit are:

- To assess the clarity and completeness of prescriptions
- To reduce the number of queries on FP10HNCs
- To improve the patient pathway

Pharmacists are asked to audit the first 20 FP10HNC items from Derriford Hospital and the Royal Eye Infirmary that they receive over a four-week period. Every item on a form should be audited even though general patient and prescriber information will be the same for each form. You should stop at the end of the audit period even if you do not reach a total of 20 items.

Enclosed with this letter are:

1. Instructions for completing the audit.
2. Reporting sheet.

The four-week audit period should be started as soon as possible and completed by **Monday 15th of November at the latest**. The reporting sheet should be sent to us marked for the attention of Emma Harrison to the address above by **Monday 22nd November**. It is essential that we receive all forms by this date to allow evaluation and feedback of the results to prescribers. We then propose to re-audit in March next year to complete the audit cycle.

Electronic copies of this audit form are available on request from emma.harrison@plymouth.nhs.uk

If you have any questions about the audit please do not hesitate to contact me.

Yours sincerely

Emma Harrison
Medicines Management Technician