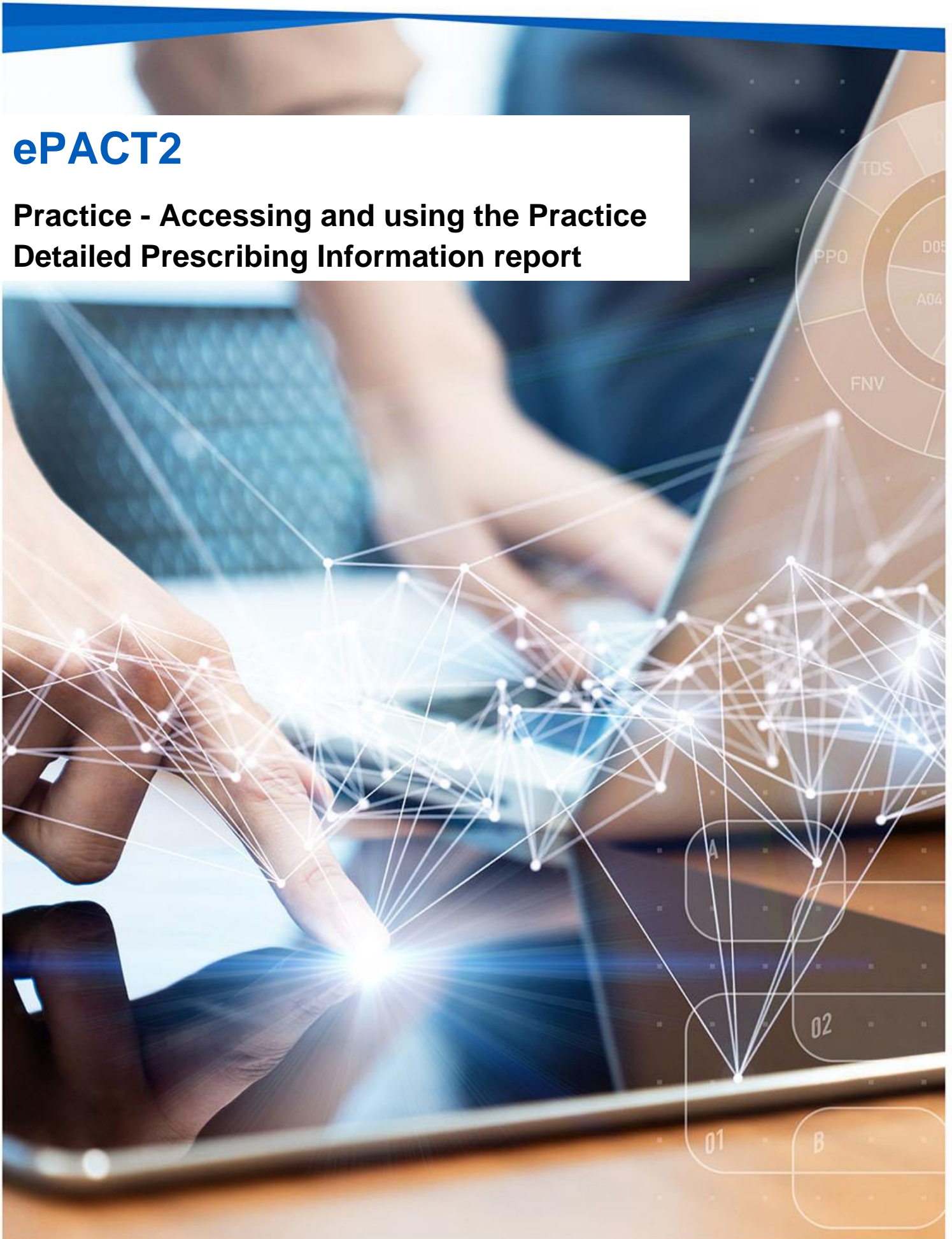


## ePACT2

**Practice - Accessing and using the Practice Detailed Prescribing Information report**



## **Interactive Contents**

Use this interactive contents list to jump straight to the content you want to see. Just click the titles below to go directly to that section:

[Accessing the report](#)

[Navigating the report](#)

[Exporting the data](#)

[Important to know](#)

[Payment](#)

[Getting more help](#)

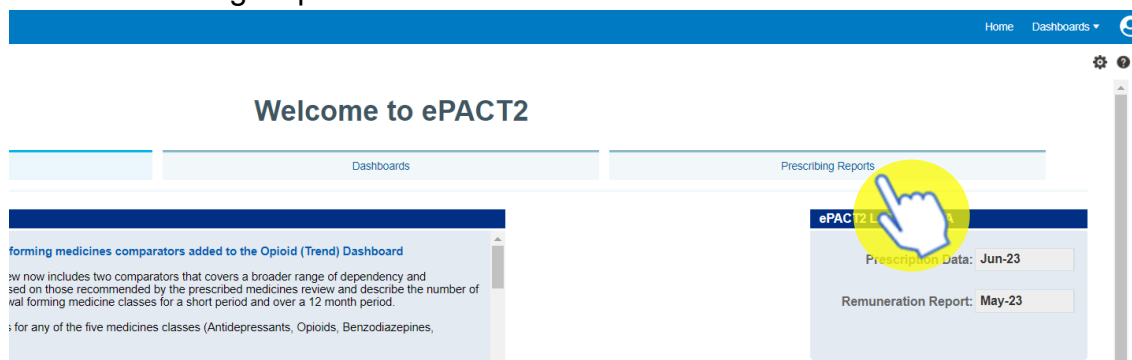
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# Accessing the report

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You can access the Practice Detailed Prescribing Information (PDPI) report by the following steps:

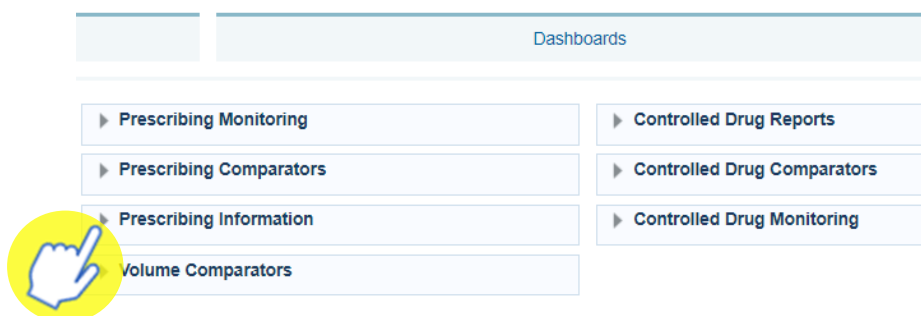
1. First access the 'Prescribing Reports' section. from the Landing page select 'Prescribing Reports'



You will be taken to the 'Prescribing Reports' section, all reports are accessed by expanding the report category and selecting the blue link for the report you wish to view:

2. Click on the drop-down arrow for 'Prescribing Information'

## ePACT2 Prescribing Reports



3. Select 'Practice Detailed Prescribing Information' from the available list

- ▶ Prescribing Monitoring
- ▶ Prescribing Comparators
- ▶ Prescribing Information
  - Practice Detailed Prescribing Information (PDPI)
- ▶ Volume Comparators



## Navigating the report

The report will open and will default to the latest time period available, the organisation the user is registered under and all prescribing.

Practice Detailed Prescribing Information

Home Dashboards

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph Sub-Paragraph Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

**PD1(T) Prescribing Practice Level for [REDACTED]**  
BNF Level - Total BNF; Chapters - (All Column Values)

Total BNF	Items	NIC (£)	Actual Cost (£)	OOPE (£)	Payment for Containers (£)
Total BNF	8,398	70,858.68	67,036.45	0.00	259.20
<b>Totals</b>	<b>8,398</b>	<b>70,858.68</b>	<b>67,036.45</b>	<b>0.00</b>	<b>259.20</b>

Source : ePACT2 Refresh - Print - Export

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Terms & Conditions

**NHS**  
Business Services Authority

### Switch between Prescribing and Dispensing information

Select the appropriate page to access information on the items prescribing or dispensed by the practice

Practice Detailed Prescribing Information

Home Dashboards

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph Sub-Paragraph Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

**PD1(T) Prescribing Practice Level for [REDACTED]**  
BNF Level - Total BNF; Chapters - (All Column Values)

### Switch between Practice and Prescribing level information

Select the appropriate page to access information on the items prescribing or dispensed by the practice

Practice Detailed Prescribing Information

Home Dashboards

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph **Sub-Paragraph** Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

PD1(T) Prescribing Practice Level for [REDACTED]  
BNF Level - Total BNF; Chapters - (All Column Values)

## Select a BNF level

The data can be displayed at all BNF levels by selecting the appropriate page

Practice Detailed Prescribing Information

Home Dashboards

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph **Sub-Paragraph** Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

PD1(T) Prescribing Practice Level for [REDACTED]  
BNF Level - Total BNF; Chapters - (All Column Values)

The data will then be displayed at the BNF level selected

Practice Detailed Prescribing Information

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Inform.

Total BNF **Chapter** Section Paragraph Sub-Paragraph Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

PD1(C) Prescribing Practice Level for [REDACTED]  
BNF Level - Chapter; Chapters - (All Column Values)

BNF Chapter	Items	NIC (£)	Actual Cost (£)	OOPE (£)	Payment for Containers (£)
Gastro-Intestinal System (01)	626	4,931.31	4,676.22	0.00	28.40
Cardiovascular System (02)	1,701	7,015.01	6,708.08	0.00	86.30
Respiratory System (03)	400	6,403.37	6,036.23	0.00	6.10
Central Nervous System (04)	1,431	8,063.66	7,682.57	0.00	77.40
Infections (05)	131	1,527.33	1,442.05	0.00	3.30
Endocrine System (06)	800	12,464.06	11,768.21	0.00	30.30
Obstetrics, Gynaecology and Urinary-Tract Disorders (07)	211	2,142.68	2,027.49	0.00	8.70
Malignant Disease and Immunosuppression (08)	10	244.70	230.57	0.00	0.20
Nutrition and Blood (09)	520	3,586.38	3,419.18	0.00	38.20
Musculoskeletal and Joint Diseases (10)	177	834.93	793.91	0.00	6.10
Eye (11)	86	1,195.02	1,125.61	0.00	0.10
Ear, Nose and Oropharynx (12)	81	641.03	604.17	0.00	0.00
Skin (13)	179	1,757.52	1,656.04	0.00	0.10

## Change the data displayed

Use the prompts on the report to select the time period and organisation required. for example, if you would like to see the data for a specific month

1. Click on the Month prompt dropdown

Practice Detailed Prescribing Information

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph Sub-Paragraph Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

PD1(T) Prescribing Practice Level for [redacted]  
BNF Level - Total BNF; Chapters - (All Column Values)

2. Select the month required, data can only be run for a single month at a time

Practice Detailed Prescribing Information

Pres. Practice Level Pres. at Prescriber Level Pres. at Prescriber Level by Prescriber Disp. at Practice Level Disp. at Prescriber Level Disp. at Prescriber Level by Prescriber Summarised Pres. Information at Practice Level Summarised Pres. Information at Prescriber Level

Total BNF Chapter Section Paragraph Sub-Paragraph Chemical Substance Product Presentation Presentation by Quantity

\* BNF CHAPTER (All Column Values) \* PERIOD 202306 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

PD1(T) Prescribing Practice Level for [redacted]  
BNF Level - Total BNF; Chapters - (All Column Values)

Total BNF	Items	NIC (£)	Actual Cost (£)	OOPE (£)	Payment for Containers (£)
Total BNF	6,628	55,220.87	52,326.74	0.00	285.40
<b>Totals</b>	<b>6,628</b>	<b>55,220.87</b>	<b>52,326.74</b>	<b>0.00</b>	<b>285.40</b>

Source : ePACT2

Refresh - Print - Export

3. Click 'Apply'

\* BNF CHAPTER (All Column Values) \* PERIOD 202304 REGION --Select Value ICB --Select Value COMM./PROV. --Select Value \* PRACTICE --Select Value Apply Reset

The report will update to show you data for the month selected

## Exporting the data

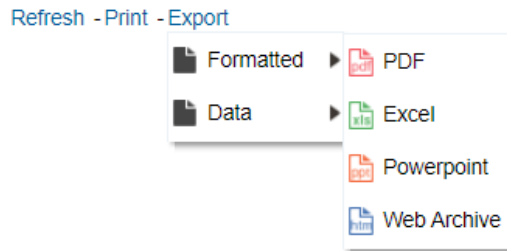
1. Select the 'Export' option below the report required.

Practice Level for [redacted]  
F; Chapters - (All Column Values)

Total BNF	Items	NIC (£)	Actual Cost (£)	OOPE (£)	Payment for Containers (£)
Total BNF	5,496	50,693.96	47,997.25	0.00	210.00
<b>Totals</b>	<b>5,496</b>	<b>50,693.96</b>	<b>47,997.25</b>	<b>0.00</b>	<b>210.00</b>

Refresh - Print - Export

2. A drop-down list with the formats available to export in will be displayed



3. Select the format required from the list presented

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## Important to know

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When analysing and Dispensing data once you have looked at your report if there are any discrepancies with what the data is showing as to what you have submitted you can then contact Prescription Services team at [nhsbsa.prescriptionservices@nhsbsa.nhs.uk](mailto:nhsbsa.prescriptionservices@nhsbsa.nhs.uk) or 0300 330 1349.

### Payment

Primary Care Support England (PCSE) are the team responsible for investigating any discrepancies between the data which appears in the Personally Administered Items report and that which appears in the monthly payment statement received from PCSE. The NHSBSA cannot assist with this.

PCSE can be contacted at [pcse.england.nhs.uk/contact-us](https://pcse.england.nhs.uk/contact-us) or by calling 0333 014 2884.

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## Getting more help

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### **Additional training material and user guides**

The ePACT2 training team has developed several how to guides to help you get the best out of ePACT2. These can be found on our [ePACT2 user guides page](#)

### **Webinar sessions**

We offer a free webinar training service to all our users and you can book as many sessions as you need.

Our webinar sessions are booked as 1hour slots and we offer a number of different sessions covering a range of topics.

We also offer bespoke sessions which are delivered just to you or your invited colleagues. You can let us know if you have any specific topics or reports you'd like to cover or if you would prefer an introductory tour of the system.

Our experienced trainers deliver these sessions using MS Teams and you can take part wherever you are as long as you can get online.

You can find out more and book your webinar by going to our [ePACT2 training page](#)