

NHS Prescription Services Understanding your Schedule of Payments

For Appliance Contractors paid by the NHS Business Services Authority

Your payments

At the beginning of each month, appliance contractors send all of the prescription forms for items dispensed the previous month to NHS Prescription Services.

NHS Business Services Authority then calculates the reimbursement and remuneration fees you are due based on the information on the forms and according to the reimbursement and remuneration rules set out in the NHS England and Wales Drug Tariff here:

http://www.nhsbsa.nhs.uk/prescriptions/drugtariff

Once we have processed all contractors accounts we then arrange for a payment to be made directly into your bank account.

Your Schedule of Payments

Before we make your payment, we will send you a schedule to provide confirmation of payments made to your account. Your schedule records your payments for appliances dispensed, fees and locally authorised payments from your NHS England ICB.

The following pages explain key sections of your schedule.

The example Schedule of Payments we have included in this booklet is for March 2024 dispensed prescriptions which we would have processed in April 2024 and sent you a schedule in April 2024 for payment on 1 May 2024. The appliance contractor name and account used is a fictitious one.

Schedule of Payments

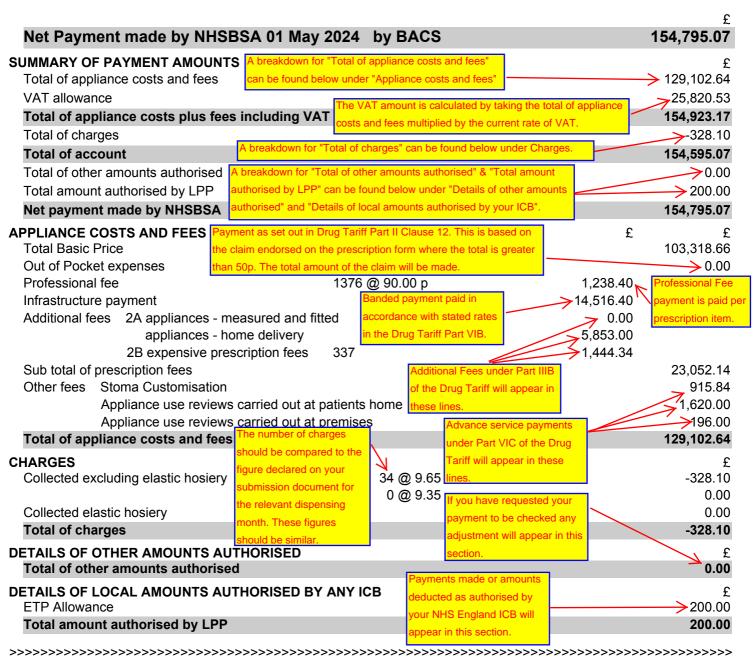
For: 6666 AC LIMITED 66 ANY STREET
T/A: ANY TOWN

T/A: ANY TOWN

OCS code: F6666 ANY CITY

ANY COUNTY

Dispensing Month: Mar 2024 AN66 6AN



PRESCRIPTION DATA

Total forms received (including electronic prescriptions)	839 EPS messages received
Total electronic prescription forms received	821 and processed will appear
Total electronic prescription items received	1343 here.
Total of items, for which a fee is paid	1376
Referred back items	0
VAT Registered	Yes Information declared on your
Appliance use reviews in patients home declared	0 submission document for the
Appliance use reviews at premises declared	7 <mark>← relevant dispensing month.</mark>

Schedule of Payments



6666 AC LIMITED **66 ANY STREET** For: **ANY TOWN** T/A: **ANY CITY** OCS code: F6666 **ANY COUNTY AN66 6AN Dispensing Month:**

		inis section details
ITEMS TRANSFERRED BETWEEN EXEMPT AND CHARGEABLE GROUPS	items transferred	
Exempt to Chargeable	0	between groups. Refer
Exempt to Chargeable (old rate)	0	to the 'Charges' section
Chargeable to Exempt	0	of this document for
Chargeable (old rate) to Exempt	0	further information.

Key Part 2 - Prescription charge box on reverse of prescription form

Mar 2024

Part 3 - Patient/representative signed declaration section on reverse of prescription form

ENQUIRIES

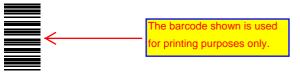
Please contact Prescription Services on 0300 3301349 if you have any queries about the following:

 Pharmacy Processing Prescription Searches Any enquiries should be Transferred Items made direct to our Contractor Payment Information and Schedule reprint requests Prescription Services contact number.

INFORMATION

The electronic Drug Tariff provides access to the current edition of the National Health Service Drug Tariff for England and Wales, compiled on behalf of the Department of Health & Social Care by the NHSBSA. This can be found at https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/drug-tariff

For guidance on the sorting and submission of your prescription forms including completion of the FP34C submission document, please visit the website at https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliancecontractors/submitting-prescriptions/sending-your-claim



Prescription Charge Deductions and Switching

Before you send in your prescription forms you must sort them in to different piles, including one for forms where patients paid a prescription charge and one for forms where patients were exempt from charges. It is important to make sure that if patients are exempt that they (or their representative) have ticked and signed the declaration of exemption when required, as set out in the NHS England and Wales Drug Tariff, otherwise we may deduct prescription charges from your payment.

For further information about how to sort your forms, please see the 'Prescription Charges and Your Reimbursement' section on our website here:

https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/submitting-prescriptions/patient-prescription

The following two sections relate to financial data

Charges

This is the most important section of the two that you should look at. The "Charges' section, in the middle of page 1 of your Schedule of Payments, tells you how many charges we have deducted from your payment. The number of chargeable items shown should be similar to the number of chargeable items which you declared on your submission document (FP34A) for the dispensing month the Schedule of Payments relates to.

For the example schedule we have included in this booklet (March 2024 dispensed) vou would need to look at your March 2024 FP34A.

Items transferred between exempt and chargeable groups

We transfer or 'switch' items between both exempt and chargeable groups when we identify that they are not in their correct group. The figure shown tells you how many items we needed to transfer but does not always mean that we have deducted a charge from your payment. You should always check the numbers and values in the 'Charges' section. Switched items will not include those which are EPS. EPS items are processed as declared.

How we calculate your Essential and Advances Services Payments

Note: The examples below are based on the example schedule included in this document.

The Infrastructure Payment is calculated using the relevant payment bands in the Drug Tariff Part VIB and is dependent upon the number of items processed.

The example shown is for 1376 items.

No of Items:	1,376
Payment Value:	£14,516.40

Band identifier	Number of Part IX prescription items dispensed in one month	Infrastructure payment	Payment Value	Lower Limit	Upper Limit	Items in Range	Payment Calculation
А	1-10	£150.00 fixed	£150.00	1	10	10	£150.00
В	11 - 1,000	£13.60 per item	£13.60	11	1,000	990	£13,464.00
С	1,001 - 35,000	£2.40 per item	£2.40	1,001	35,000	34,000	£902.40
D	35,000 +	£2.30 per item	£2.30	35,001	n/a	n/a	£0.00
						Total	£14,516.40

Infrastructure payment does not have to be claimed and will be paid automatically each month.

Advanced Services are paid in accordance to the rules set out in the Drug Tariff Part VIC.

Stoma Customisation

A fee of £4.32 is payable for every prescription item in Drug Tariff Part IXC which can be customised. The fee does not have to be claimed and will be paid automatically to those contractors who in England have informed NHSBSA of their intention to provide stoma appliance customisation services as an advanced service by the end of the month before they start providing the service.

Appliance Use Review

A fee of £28.00 is payable for an Appliance Use Review conducted at premises or by telephone or video link managed by the appliance contractor. A fee of £54.00 is payable for a review conducted at the user's home. If, within a 24 hour period, reviews are conducted for several users living at the same location, the contractor may claim £54.00 for the first review and £28.00 for each subsequent review.

Local amounts authorised by the ICB

NHS Business Services Authority makes payments and deductions on behalf of your NHS England ICB for services you have provided in your local area. For payments described on your Schedule of Payments as 'Local Schemes', you will have been notified separately by your NHS England ICB which payment categories these relate to.

Need more information?

Our website has lots of useful information about how we calculate payments, when payments are made and how to endorse correctly. You can also find an electronic version of the drug tariff here:

https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/drug-tariff

You can also access our knowledge base from this link here:

https://nhsbsa-live.powerappsportals.com/knowledgebase/category/?id=CAT-01002

Speak to one of our advisors on 0300 330 1349 (local call rate).

Did you know....?

You can now access your Schedule of Payments and the Prescription Item Report via the Information Services Portal.

Further information is available here:

https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/dispensing-contractors-information/payment-information