



How to Reconcile your Hospital Trust Invoice

**COPY
INVOICE**



Prescription Services

INVOICE TO :

July 2010 Hospital Invoice received

Corporate Finance
PO Box 969
Newcastle Upon Tyne
NE99 1DU

Tel No : 0191 244 6957
Fax No: 0191 203 5415

DESCRIPTION	AMOUNT
RECHARGE FOR July 2010 FP(10) HOSPITAL PRESCRIPTIONS	
BASIC PRICE-CURRENT MONTH	245,781.01
DISCOUNT-CURRENT-MONTH	-19,859.10
DISPENSING FEES-PREVIOUS MONTH	6,170.04
CONTAINERS-CURRENT MONTH	19.21
CHARGES-PREVIOUS-MONTH	-267.27

VAT REG NO: 654 4347 29

PAYMENT METHODS
TERMS : PAYMENT IS DUE ON DATE OF INVOICE

- 1 BACS/Cheque/RFT Payments to : 08-33-00 / 12316188
- 2 Cheques Payable to : NHSBSA
- 3 Receipts will not be issued unless requested and SAE enclosed

SUB TOTAL	231,843.89
TOTAL VAT	0.00
TOTAL AMOUNT	231,843.89

NHS BUSINESS SERVICES AUTHORITY - REMITTANCE ADVICE

PLEASE RETURN WITH YOUR PAYMENT OR QUOTE YOUR CUSTOMER NO. AND INVOICE NO. WITH YOUR PAYMENT TRANSFER

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PAYMENT ADDRESS : NHSBSA, PRESCRIPTION PRICING DIVISION, PO BOX 969, NE99 1DU

Run A Trust Analysis Report from the template in Hospital ePACT

http://www.epact.ppa.nhs.uk/systems/sys_main_epact.htm

The screenshot displays the Epact.net application window. The interface includes a menu bar (File, Component, Options, Help) and a toolbar with various icons. On the left, there are three dropdown menus: 'Latest Month' (set to 'Latest Month'), 'Hospital Trust' (set to '& Hospital Trust'), and 'BNF (System Tag)' (set to 'BNF'). The main area is titled 'Report_1' and contains a 'Record Limit' field, a 'Template' dropdown (set to 'Trust Level A...'), and a list of 'Selected Fields' including Prescriber Name, Prescriber Code, BNF Name, Period Name, Total Items, Total No. of Fees, Total Nic, Percentage On Cost Discount, Total Dispensing Fees, Total Container Allowance, and Total Patient Charges. To the right of the field list are 'Up' and 'Down' buttons. Further right is the 'Online Reporting' section with options for 'Trust Level Analysis', 'Suppress Zeros' (checked), 'Data Export', and 'Show Fee Values for Local Pharmacy Service?'. Below this is the 'Additional Template Information' section with 'Edit Associations' and 'Save/Delete Templ...' buttons. At the bottom of the main area are 'Add', 'Edit', and 'Delete' buttons, followed by 'Run Now' and 'Cancel' buttons. The bottom of the window shows a taskbar with the Windows start button, several application icons, and the system tray showing 'EN Desktop' and the time '14:35'.

The trust Level Analysis Report will provide the following data

Prescription Services

Prescriber Name	Prescriber Code	BNF Name	Period Name	Total Items	Total No. of Fees	Total Nic	Percentage On Cost Discount	Total Dispensing Fees	Total Container Allowance	Total Patient Charges
A	BTA	BNF	Jul-10	90	103	£231,839.07	8.08%	£4,729.44	£3.34	£597.60
B	BTB	BNF	Jul-10	8	8	£136.54	8.08%	£7.20	£0.26	£7.20
C	BTC	BNF	Jul-10	1	1	£55.24	8.08%	£0.90	£0.03	£7.20
D	BTD	BNF	Jul-10	2	2	£2.55	8.08%	£1.80	£0.06	£0.00
E	BTE	BNF	Jul-10	108	108	£715.35	8.08%	£105.88	£3.50	£316.80
F	BTF	BNF	Jul-10	18	16	£8,544.80	8.08%	£176.97	£0.58	£14.40
G	BTG	BNF	Jul-10	2	3	£423.83	8.08%	£11.04	£0.10	£0.00
H	BTH	BNF	Jul-10	270	270	£3,852.37	8.08%	£252.49	£8.75	£360.00
I	BTI	BNF	Jul-10	5	5	£8.85	8.08%	£4.50	£0.16	£21.60
J	BTJ	BNF	Jul-10	16	16	£33.82	8.08%	£14.40	£0.52	£0.00
K	BTK	BNF	Jul-10	25	25	£75.85	8.08%	£22.50	£0.81	£93.60
L	BTL	BNF	Jul-10	34	34	£92.74	8.08%	£30.60	£1.10	£100.80
				579	591	245781.01		5357.72	19.21	1519.2

Systems >> Remuneration Reports - Microsoft Internet Explorer provided by Prescription Pricing Division

File Edit View Favorites Tools Help

Go Links

Remuneration Reports

▼ Remuneration Reports

► Feedback

Back To NHSBSA Remuneration Reports

NHSBSA Prescription Services

Remuneration Reports	
Available: 09:00 - 17:00 Monday - Friday excluding Bank Holidays.	
Status: Report Available.	

How do I get access to the Reports?

Microsoft Edge

Local intranet

Run an Itemised Remuneration Report for the previous month to the date on the Hospital invoice

http://www.epact.ppa.nhs.uk/systems/sys_main_remuneration.htm

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Use ePACT data for July 2010

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Epact Trust Level Analysis Report

July 2010



Prescription Services

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Epact Trust Level Analysis

Report July 2010



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				579	591	245781.01		5357.72	19.21	1519.2

Discount is calculated by multiplying
Total NIC * % on cost discount
 $245781.01 * 8.08\% = 1985910p$

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Use Itemised Remuneration Report data for June 2010. Add Prescription Charges Total to the Total Remuneration

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Itemised Remuneration Report for July 2010



Prescription Services

Dispensing Month: June 2010				
Hospital Trust Code:				
Hospital Trust:				
	Number Of Fees	% Share Paid	Remuneration	Year To Date
Professional Fees Total				
Professional Fee	565	-	£508.50	£1,764.00
Extemporaneously dispensed preparations	-	-	£0.00	£0.00
Appliance Fee (Measured and Fitted)	-	-	£0.00	£0.00
Appliance Fee (Home Delivery)	-	-	£0.00	£0.00
Extemp liquids ordered in more than one container	-	-	£0.00	£0.00
Limited stability (<14 days) extra supplies	1	-	£0.00	£1.55
Controlled drug schedules 2 and 3	1	-	£0.00	£1.28
Expensive prescription fees	115	-	£5,184.91	£31,224.70
Manually Priced	-	-	£0.00	£0.00
National Unidentified Primary Care Prescribers	-	-	£0.00	£0.00
National Unidentified Secondary Care Prescribers	-	-	£0.23	£6.19
Professional Fees Total	682		£5,693.64	£32,997.72
Payments for Essential Services Total				
Establishment Payments	-	-	£0.00	£0.00
Practice Payments	-	0.00%	£398.69	£1,384.99
Repeat Dispensing Fee	-	0.00%	£10.25	£36.86
Transitional Payment	-	0.00%	£8.72	£30.28
ETP Allowances	-	0.00%	£15.58	£56.47
Appliance Infrastructure Payment	-	-	£0.00	£0.00
Payments for Essential Services Total			£433.24	£1,508.60
Advanced Services Total				
Medicine Use Reviews	-	0.00%	£35.25	£125.07
Appliance Use Reviews	-	0.00%	£0.64	£1.14
Stoma Customisation	-	-	£0.00	£0.00
Advanced Services Total			£35.89	£126.21
Essential Small Pharmacy Local Pharmaceutical Services Total				
Essential Small Pharmacy	-	-	£0.00	£0.00
Essential Small Pharmacy Local Pharmaceutical Services Total			£0.00	£0.00
Local Authorised Payments Total				
Pre-registration Trainee	-	0.00%	£7.08	£52.49
Pharmacy Reward Scheme	-	0.00%	£0.01	£0.04
Other Local Payments	-	-	£0.00	£0.00
Local Authorised Payments Total			£7.09	£52.53
Local Pharmaceutical Services Total				
Local Pharmaceutical Services - Debited	-	-	£0.00	£0.00
Local Pharmaceutical Services - Credit	-	-	£0.00	£0.00
Local Pharmaceutical Services Total			£0.00	£0.00
Other Fees Total				
Fine For Breach of Service	-	-	£0.00	£0.00
Lost Batches	-	-	£0.00	£0.00
Fraud Pharmacy Recovery Fees	-	-	£0.00	£0.00
Other Fees Total			£0.00	£0.00
Remuneration Adjustments Total				
Adjustments	-	0.00%	£0.18	-£0.48
Remuneration Adjustments Total			£0.18	-£0.48
Prescription Charges Total				
Charges Collected	-	0.00%	-£218.07	-£767.18
Pre-payment Certificates	-	0.00%	-£50.88	-£196.22
FP 57 Refunds	-	0.00%	£1.67	£5.93
Fraud Pharmacy Recovery Charges	-	-	£0.00	£0.00
Prescription Charges Total			-£267.28	-£957.47
Total Remuneration	682		£5,902.76	£33,727.11

Dispensing fees are calculated by adding Prescription Charge Total to the Total Remuneration
 $£267.28 + £5902.76 = £6170.04$

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Epact Trust Level Analysis

Report July 2010



Prescription Services

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Advanced Services Total			£35.89	£126.21
Essential Small Pharmacy Local Pharmaceutical Services Total				
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D	BTD	BNF	Jul-10	2	2	£2.55	8.08%	£1.80	£0.06	£0.00
E	BTE	BNF	Jul-10	108	108	£715.35	8.08%	£105.88	£3.50	£316.80
F	BTF	BNF	Jul-10	18	16	£8,544.80	8.08%	£176.97	£0.58	£14.40
G	BTG	BNF	Jul-10	2	3	£423.83	8.08%	£11.04	£0.10	£0.00
H	BTH	BNF	Jul-10	270	270	£3,852.37				£0.00
I	BTI	BNF	Jul-10	5	5	£8.85				£0.60
J	BTJ	BNF	Jul-10	16	16	£33.82	8.08%	£14.40		£0.00
K	BTK	BNF	Jul-10	25	25	£75.85	8.08%	£22.50	£0.00	£93.60
L	BTL	BNF	Jul-10	34	34	£92.74	8.08%	£30.60	£1.10	£00.80
				579	591	245781.01		5357.72	19.21	1519.2

Ignore this total. Patient Charges should be reconciled with the Itemised Remuneration Report

Epact Trust Level Analysis

Report July 2010



Prescription Services

Prescriber Name	Prescriber Code	BNF Name	Period Name	Total Items	Total No. of Fees	Total Nic	Percentage On Cost Discount	Total Dispensing Fees	Total Container Allowance	Total Patient Charges
A	BTA	BNF	Jul-10	90	103	£231,839.07	8.08%	£4,729.44	£3.34	£597.60
B	BTB	BNF	Jul-10	8	8	£136.54	8.08%	£7.20	£0.26	£7.20
C	BTC	BNF	Jul-10	1	1	£55.24	8.08%	£0.90	£0.03	£7.20
D	BTD	BNF	Jul-10	2	2	£2.55	8.08%	£1.80	£0.06	£0.00
E	BTE	BNF	Jul-10	108	108	£715.35	8.08%	£105.88	£3.50	£316.80
F	BTF	BNF	Jul-10	18	16	£8,544.80	8.08%	£176.97	£0.58	£14.40
G	BTG	BNF	Jul-10	2	3	£423.83	8.08%	£11.04	£0.10	£0.00
H	BTH	BNF	Jul-10	270	270	£3,852.37	8.08%	£252.49	£8.75	£360.00
I	BTI	BNF	Jul-10	5	5	£10.00	8.08%	£0.00	£0.16	£21.60
J	BTJ	BNF	Jul-10	16	16	£10.00	8.08%	£0.00	£0.52	£0.00
K	BTK	BNF	Jul-10	25	25	£75.85	8.08%	£22.50	£0.81	£93.60
L	BTL	BNF	Jul-10	34	34	£92.74	8.08%	£30.60	£1.10	£100.80
				579	591	245781.01		5357.72	19.21	1519.2

Ignore this total. Dispensing fees should be reconciled with the Itemised Remuneration Report

Common Queries



The dispensing fees and patient charges shown on the invoice do not reconcile with the Remuneration Report

Check that you are using the Remuneration report for the correct month. Dispensing fees and patient charges shown on the hospital invoice relate to the previous months Remuneration Report. Therefore for Julys hospital invoice will reconcile with Junes Remuneration Report.

Charges are shown on the Itemised Remuneration Report for Appliance Infrastructure Payments but the hospital has not prescribed any appliances on an FP10 Prescription

Appliance Infrastructure payments are made to appliance contractors in the same way Establishment payments are paid to pharmacy contractors. The cost of these payments are apportioned across all PCTs and Hospital Trusts.

The calculation used to apportion the cost is shown in the glossary at

<http://www.nhsbsa.nhs.uk/PrescriptionServices/3234.aspx>

Common Queries



April 10 Remuneration Report does not match the invoice

The invoice issued to hospitals in April do not match the information included in the hospital for April because Aprils invoices were based on the previous fees calculation. This calculation was used as the data required for the new hospital invoice was not available at the time.

The remuneration information used for hospital invoices will continue to be received later than the hospital invoice production schedule therefore the hospital invoice will now show the previous months remuneration and the current months re-imburement charges i.e. Mays invoice will show Aprils remuneration and Mays re-imburement charges.

As hospitals were invoiced for Aprils remuneration charges NHS Prescription Services issued a credit note for the remuneration element of Aprils hospital invoice.

Common Queries



I can not access Hospital ePACT

If you have not been set up as a hospital ePACT user please complete the hospital registration form and follow the instructions at

http://www.epact.ppa.nhs.uk/app_help/how_to_register.htm

If you require a password reset please contact Information Services on 0191 2035050

I can not access the Remuneration Reports

If you have a User ID and Password for the Remuneration Reports please complete the hospital registration form and follow the instructions at

<http://www.nhsbsa.nhs.uk/PrescriptionServices/3091.aspx>

If you require a password reset please contact Information Services on 0191 2035050