



Business Services Authority

NHS Prescription Services
Understanding your Schedule of Payments

For Pharmacy Contractors paid by the NHS Business Services Authority

Your payments

At the beginning of each month, pharmacy contractors send all of the prescription forms for items dispensed the previous month to NHS Prescription Services. The forms should be dispatched no later than the 5th day of the month following that in which the supply was made.

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.

<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.

The payment date is usually the 1st of the month unless this date falls on a weekend or a bank holiday. Further information on payment dates can be found at the following link –

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

Your Schedule of Payments

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

The following pages explain key sections of your schedule.

The Schedule of Payments example we have included in this booklet is for November 2021 dispensed prescriptions. This would have been processed in December 2021 and a schedule sent January 2022 for payment on 1 February 2022. The pharmacy name and account used is a fictitious one.

Schedule of Payments

For: 7777 PHARMACY LTD
T/A: 7777 PHARMACY
OCS code: F7777
Dispensing Month: Nov 2021

All of the details on your schedule relate to the dispensing month shown with the exception of the advance payment and certain locally authorised payments from your NHS England STP.

77 ANY STREET
ANY TOWN
ANY CITY
ANY COUNTY
AN77 7AN

Page 11 provides further information.

Net Payment made by NHSBSA 01 Feb 2022 by BACS £ **1,917.29**

SUMMARY OF PAYMENT AMOUNTS

Total of drug and appliance costs	56,777.43
Total of all fees	13,119.22
Total of drug and appliance costs plus fees	69,896.65
Total of charges (including FP57 refunds)	-1,963.50
Total of account	67,933.15
Recovery of advance payment	-65,663.19
Recovery of advance payment in respect of a late registered batch	0.00
Balance due in respect of Nov 2021	2,269.96
Payment on account for Dec (8562 items less 233 charges)	68,201.09
Advance payment in respect of a late registered batch	0.00
Total amount authorised by NHSBSA	70,471.05
Total amount authorised by LPP	0.00
Total of other amounts authorised	-68,553.76
Net payment made by NHSBSA	1,917.29

DRUG AND APPLIANCE COSTS

Total of basic prices at standard discount rate	42,183.31
Discount @ 9.63 %	-4,062.25
Total of basic prices at zero discount	18,437.50
Sub total of basic prices	56,558.56
Out of Pocket expenses	0.00
Payment for consumables 8014 @ 1.24 p	99.37
Payment for containers	119.50
Total of drug and appliance costs	56,777.43

PRESCRIPTION FEES

Activity payment 8014 @ 129.00 p	10,338.06
Additional fees	0.00
2A unlicensed medicines	0.00
2B appliances - measured and fitted	126.50
appliances - home delivery	176.11
2E controlled drug schedules 2 and 3	39.20
Methadone payment	160.85
2F expensive prescription fees 34	0.00
Manually priced	0.00
Transitional Payment	2,028.50
Sub total of prescription fees	12,869.22
Other fees	0.00
Medicines use reviews	0.00
Appliance use reviews carried out at patients home	0.00
Appliance use reviews carried out at premises	0.00
Stoma customisation	0.00
New medicine service	250.00
Total of all fees	13,119.22

Schedule of Payments

For: 7777 PHARMACY LTD	77 ANY STREET	This section details items transferred between groups. Refer to the 'Charges' section of this document for further information.
T/A: 7777 PHARMACY	ANY TOWN	
OCS code: F7777	ANY CITY	
	ANY COUNTY	
Dispensing Month: Nov 2021	AN77 7AN	

ITEMS TRANSFERRED BETWEEN EXEMPT AND CHARGEABLE GROUPS

Exempt to Chargeable	0
Exempt to Chargeable (old rate)	0
Chargeable to Exempt	0
Chargeable (old rate) to Exempt	0

Key Part 2 - Prescription charge box on reverse of prescription form
Part 3 - Patient/representative signed declaration section on reverse of prescription form

SUMMARY OF EXPENSIVE ITEMS

The total number of items reported may not always correspond with the number of "Expensive prescription fees" shown on the schedule of NHSBSA authorised payments. This is due to the fact that any information in this Expensive Item List is reported at drug code level. The basic price values in the table below do not take into account any broken bulk adjustments credited/debited in the total basic prices included under Drug and Appliance Costs above.

DESCRIPTION	NUMBER OF ITEMS	TOTAL BASIC PRICE £
Number of items over £ 100 and up to £ 300	30	5,063.75
Number of items over £ 300	4	2,977.09
Total of items over £ 100	34	8,040.84

DETAILS OF ITEMS WHICH HAVE A BASIC PRICE EQUAL TO OR OVER £ 100

FORM/ ITEM	DESCRIPTION	PACK SIZE	QTY	BASIC PRICE £
Z01269/1	DIPIPANONE 10MG / CYCLIZINE 30MG TABLETS 50	50.00	200	1,762.60
A00132/1	DIPIPANONE 10MG / CYCLIZINE 30MG TABLETS 50	50.00	56	493.53
Z03349/1	GLYCOSE ORAL POWDER 60G SACHETS LEMON 30	30.00	90	386.88
A00133/1	ADOPT 1MG CAPSULES 100 10 X 10 CAPSULES	100.00	3	334.08
Z02660/1	CLOBAZAM 5MG/5ML ORAL SUSPENSION SUGAR FREE 150	150.00	500	300.00
Z01900/1	SPEEDICATH COMPACT CATHETER FEMALE 10CH 30	30.00	5	243.30
Z03156/1	SPEEDICATH COMPACT CATHETER FEMALE 10CH 30	30.00	5	243.30
Z02765/1	LOFRIC CATHETER FEMALE NON PVC 14CH 30	30.00	5	224.30
Z01941/1	ENOXAPARIN SODIUM 100MG/1ML SOLUTION FOR INJECTION PRE-	10.00	30	216.90
Z01509/3	MAXALT MELT 10MG ORAL LYOPHILISATES 12	12.00	4	213.92
Z00092/1	APIXABAN 5MG TABLETS 56	56.00	224	212.80
Z01417/1	DECAPEPTYL SR 11.25MG INJ VIALS 1	1.00	1	207.00
Z00617/2	MELATONIN 5MG MODIFIED-RELEASE TABLETS 30	30.00	60	206.00
Z01015/2	OXYCODONE 40MG MODIFIED-RELEASE TABLETS 56	56.00	112	200.38
Z00946/1	COLOMYCIN 2MILLION UNIT INJ VIALS 10	10.00	60	194.40
Z02681/2	COLOMYCIN 2MILLION UNIT INJ VIALS 10	10.00	60	194.40
Z03314/1	NUTRAMIGEN PURAMINO POWDER 400	400.00	8	183.84
A00135/1	DUROGESIC DTRANS 100MICROGRAMS/HOUR TRANSDERMAL	5.00	15	173.58
Z01225/2	RESOURCE THICKENUP CLEAR POWDER 127	127.00	20	169.20
Z00170/1	FORTINI 1.0 MULTI FIBRE LIQUID BANANA 200	200.00	56	163.52

Schedule of Payments

For:	7777 PHARMACY LTD	77 ANY STREET
T/A:	7777 PHARMACY	ANY TOWN
OCS code:	F7777	ANY CITY
		ANY COUNTY
Dispensing Month:	Nov 2021	AN77 7AN

DETAILS OF ITEMS WHICH HAVE A BASIC PRICE EQUAL TO OR OVER £ 100

FORM/ ITEM	DESCRIPTION	PACK SIZE	QTY	BASIC PRICE £
Z02001/1	FORTINI 1.0 MULTI FIBRE LIQUID BANANA 200	200.00	56	163.52
Z01777/4	VICTOZA 6MG/ML SOLUTION FOR INJECTION 3ML PRE-FILLED PENS 2	2.00	4	156.96
Z00958/4	TOUJEO 300UNITS/ML INJ 3ML PRE-FILLED DOUBLESTAR PENS 3	3.00	6	128.54
Z01780/4	TOUJEO 300UNITS/ML INJ 3ML PRE-FILLED DOUBLESTAR PENS 3	3.00	6	128.54
Z02649/4	TOUJEO 300UNITS/ML INJ 3ML PRE-FILLED DOUBLESTAR PENS 3	3.00	6	128.54
Z00999/1	AMILORIDE 5MG TABLETS 28	28.00	112	122.00
Z00057/4	PRIMIDONE 50MG TABLETS 100	100.00	100	116.76
Z00621/3	PRIMIDONE 50MG TABLETS 100	100.00	100	116.76
Z00135/2	FORTISIP COMPACT PROTEIN LIQUID BANANA 500 4 X 125ML BOTTLE	500.00	7000	114.80
Z01635/1	CREON 25000 GASTRO-RESISTANT CAPSULES 100	100.00	400	113.00
A00136/2	RIFAMPICIN 300MG CAPSULES 100	100.00	84	111.68
A00134/1	ADOPORT 1MG CAPSULES 100 10 X 10 CAPSULES	100.00	1	111.36
Z02528/4	LANTUS 100UNITS/ML INJ 3ML PRE-FILLED SOLOSTAR PENS 5	5.00	15	104.25
A00135/2	OXYCODONE 80MG MODIFIED-RELEASE TABLETS 56	56.00	28	100.20

ENQUIRIES

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

- Pharmacy Processing
- Prescription Searches
- Transferred Items
- Contractor Payment Information and Schedule reprint requests

For Local Payment enquiries, contact your STP.

Any enquiries should be made direct to the Prescription Services contact number.

This section informs you of the next payment date. You must inform us if you have not received your schedule by the payment date.

INFORMATION

The payment date for the dispensing month of December 2021 will be 01 March 2022, if you do not receive your Schedule of Payments by the payment date, please contact Prescription Services on 0300 3301349.

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-appliance-contractors/submitting-prescriptions/sending-your-claim>



CONFIRMATION OF BANK AND CORRESPONDENCE DETAILS - BSA 304

Change authorised by:
(SIGNATURE)

Name:
(PLEASE PRINT NAME)

Position:

Telephone No:

Date of Completion:

Payment date to be applied:

STAMP OF PHARMACY OR COMPANY (or if a head office attach a signed letterhead as authorisation):

This form must only be completed & signed by the Owner or Director and be received at least 8 working days before the BACS payment date.

PREMISES DETAILS

7777 PHARMACY LTD
7777 PHARMACY
77 ANY STREET
ANY TOWN
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AN77 7AN

The premises details can only be amended by your STP.

OCS CODE F7777
STP ANY STP

RETURN ADDRESS FOR AMENDMENTS

Customer Payments Section
NHS Business Services Authority
Bridge House
152 Pilgrim Street
Newcastle Upon Tyne
NE1 6SN

Tel: 0300 3301349

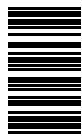
	New Contractors: Please state contract start date, as agreed with your STP, and your new account number	Start date : New acct No:
	CONFIRMATION OF EXISTING DETAILS:	DETAILS TO BE ALTERED TO:
PAYMENT METHOD	BACS	
BANK ACCOUNT NAME	7777 PHARMACY LTD	
BANK ACCOUNT NUMBER	****1234	
BANK ACCOUNT TYPE	CURRENT A/C	
BANK BRANCH DETAILS (If changing a bank sort code please state bank name and branch address)	00-00-00	SORT CODE: BANK NAME: BRANCH ADDRESS:
BUILDING SOCIETY ROLL NUMBER	NONE HELD	
CORRESPONDENT'S NAME	7777 PHARMACY LTD	
ADDRESS FOR PAYMENT CORRESPONDENCE (where account is terminated please provide as soon as possible)	77 ANY STREET ANY TOWN ANY CITY ANY COUNTY AN77 7AN	

The bank name must match the Pharmacy name. Fitness to practice (FTP) needs to be completed and your STP must have informed the NHSBSA before any information on this form can be updated. The NHSBSA will contact your STP to establish whether you are the Owner/Director of the business unless the NHSBSA have your details on file.

Please Note: Return this form only if amendments are required. Complete this form, sign it and stamp it with your pharmacy/company stamp or attach a signed letter from the company head office. The form MUST be received, correctly completed and authorised, at least 8 working days before the BACS payment date.

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NHSBSA - PRIVATE AND CONFIDENTIAL



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, at the top of page 2 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 (FP34C) for the dispensing month the Schedule of Payments relates to.

For the example schedule we have included in this booklet (November 2021 dispensed) you would need to look at your November 2021 FP34C.

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.

Other terms explained

Local amounts authorised by the STP

NHS Business Services Authority makes payments and deductions on behalf of your NHS England local STP 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 local STP which payment categories these relate to. NHS England have agreed a National Menu for Enhanced Services which can be found on the link below applicable from February 2019 dispensed prescriptions.

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

Average Item Value

The average item value is calculated using the total of drug and appliance costs plus fees from page 1, less the value of appliance use reviews and new medicine service, divided by the total number of professional fees from page 1.

For example:

$£69,896.65 - £250.00 = £69,646.65$ divided by 8014 = £8.69

For contractors who have not submitted for three months previously, a national average is applied.

Advanced Services Drug Tariff Part VIC

Community Pharmacy Seasonal Influenza Vaccination Advanced Service

Payments are made monthly for this service on receipt of the Community Pharmacy Seasonal Influenza Vaccination claim form. A fee of £9.58 will be paid for each adult flu vaccination administered by a pharmacy contractor. This payment includes a contribution to cover training and clinical waste costs associated with the vaccination. The payment for the fee element is shown under "details of other amounts authorised" as 'Flu Remuneration Payment'. To find out the number of vaccines we have paid you for divide the value shown in this line by £9.58. The cost of the vaccination is displayed as 'Flu Reimbursement Payment' and you will be reimbursed the cost of the vaccine in accordance with Part II, Clause 8C (Basic Price) of the Drug Tariff. VAT allowance at the applicable rate is also added to the payment.

Prescription Charge Deductions and Switching

Before you send in your prescription forms you must sort them into 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.

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

Net Payment made by NHSBSA 01 Feb 2022 by BACS

Positive Payment - Payment due into the bank account unless a negative balance has been carried over from the previous month.

Negative Payment - No payment due, the negative balance will be carried forward and it will be deducted from the next available payment.

Summary of Payment Amounts - the following payments are displayed here:

Advance - Your advance calculation will appear next to "Payment on account for" but if your batch is registered after advances have been calculated then your payment will appear next to " Advance payment in respect of late registered batch". The calculation remains the same.

Advance Payment - Available to be paid early if you follow the new payment timetable and submit via MYS by the 5th of the month. Further information can be found on the following link - <https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/payments-and-pricing/pharmacy-payment-timetable>

Additional advance payment - A fee of £6 (this includes VAT) will be paid for each delivery to eligible patients as outlined in the service specification for the Community Pharmacy Home Delivery Service during the Covid-19 outbreak. Drug Tariff Part VIC contains further information.

Prescription Fees - the following payments are displayed here:

Activity Payment - Single activity payment is paid per prescription item from December 2016 dispensing.

Transitional Payment - From 1 January 2022, pharmacy contractors who dispense 101 prescription items or more in any month will receive a monthly Transitional Payment which consists of two separate payments - a dispensing payment and a service payment.

For the pharmacy contractors to receive the monthly service payment of the transitional payment they must have:

- (i) claimed for at least one New Medicine Service (NMS) in the previous month; and
- (ii) been registered to provide the Community Pharmacy Consultation Service (CPCS) on the Manage Your Service (MYS) platform for greater than or equal to half of the number of full days in the previous month.

Essential pharmaceutical service – fee ensuring home delivery during the Covid-19 outbreak is included within the Transitional Payment. Further information can be found in the Drug Tariff Part VIA.

Details of Other Amounts Authorised - the following payments are displayed here:

Pharmacy Access Scheme Payment - Contractors entitled to payment for the Pharmacy Access Scheme (PhAS). Further information can be found in the Drug Tariff Part XIIA.

SSP - Contractors entitled to payment for the Serious Shortage Protocol (SSP). Further information can be found in the Drug Tariff Part IIIA.

CPCS - Payments claimed by pharmacies who are registered for the NHS Community Pharmacist Consultation Advanced Service (CPCS). Further information can be found in the Drug Tariff Part VIC.

PQS - To qualify for the Pharmacy Quality Scheme (PQS) 2021/22 payment, on the day of the declaration (which must be made between 09:00 on 31 January 2022 and 23:59 on 25 February 2022) pharmacy contractors will have to meet all of the gateway criteria.

Meeting the gateway criteria will not, in and of itself, earn a PQS payment for the pharmacy contractor, as these payments are also subject to the payment conditions relating to the domains, which are made up of the quality criteria. Further information can be found in the Drug Tariff Part VIIA.

DMS - Pharmacy contractors will receive an upfront payment of £400 to support initial costs incurred in setting up the NHS Discharge Medicine Service (DMS) (including the development of Standard Operating Procedures and training and assessment of competence). From 15 February 2021 pharmacy contractors will receive a fee of £35 for each completed NHS DMS (this payment is made up of 3 stages). Further information can be found in the Drug Tariff Part VIA.

Hepatitis C Antibody Testing Service - In England, from 1 September 2020 a fee of £36 will be paid for each Hepatitis C Antibody test completed on an eligible person who injects drug (PWID) by a pharmacy contractor regardless of the result. Further information can be found in the Drug Tariff Part VIC.

Covid-19 Lateral Flow Device Distribution Service - In England, pharmacy contractors who sign up to deliver the NHS Community Pharmacy Covid-19 Lateral Flow Device Distribution Service as an Advanced Service will qualify for a single upfront payment of £250 +VAT to support initial costs incurred in setting up the service (including the development of Standard Operating Procedures and training of all staff involved in delivery of the service). From 4 October 2021 the following fees will apply:

A fee of £1.70+VAT will be paid for each completed transaction of the supply of a box or up to two boxes of Covid-19 Lateral Flow Devices from the pharmacy for self-administration at home to a person, whether for themselves and/or others, where the contractor submits a 16-digit collect code provided by the person collecting,

A fee of £1.20+VAT will be paid for each completed transaction of the supply of a box or up to two boxes of Covid-19 Lateral Flow Devices from the pharmacy for self-administration at home to a person, whether for themselves and/or others, where there is no 16-digit collect code. Further information can be found in the Drug Tariff Part VIC.

Details of Other Amounts Authorised - the following payments are displayed here:

Covid Vaccinations - As of December 2020, the NHS commenced its COVID-19 vaccination programme. Several vaccines are now authorised for use as part of the programme, with others still in the later stages of testing, and which may become available as the vaccine programme progresses. It will be commissioned where there is a local need, for example where there is a gap in service provision or need for additional capacity, and where Pharmacy Contractors can meet the key designation requirements. The service will be provided as a Local Enhanced Service (LES), commissioned by NHS England and NHS Improvement regional teams in consultation with Local Pharmaceutical Committees.

Hypertension Case-Finding Advanced Service - In England, pharmacy contractors who sign up to deliver the NHS Community Pharmacy Hypertension Case-Finding Advanced Service as an Advanced Service will qualify for a single upfront payment of £440 to support initial costs incurred in setting up the service (including the development of Standard Operating Procedures and training of staff delivering the service).

From 1 October 2021, a fee of £15 will be paid for each patient receiving a clinic blood pressure check. A fee of £45 will be paid for each appropriate provision of ambulatory blood pressure monitoring (ABPM) to a patient in accordance with the requirements of the service. These are set out in directions 7BG and 7BH of the principal Directions and the NHSCB service specification. Further information can be found in the Drug Tariff Part VIC.

Recovery of Early Payment on Account - This relates to the early advance payment (value displayed on page 3) that was paid earlier in the month, direct into your bank account, if the payment timetable was followed and the declarations were submitted via MYS by the 5th of the month. This payment is added to the schedule as a recovery to offset the positive entry on page 3 and therefore will stop the advance payment from being paid twice.

Summary of Expensive Items

The number and value of items equal to or over £100, before any adjustments for broken bulk, are displayed in full on the schedule. This includes items where the combined net ingredient cost of every element which made up that item is equal to, or more than, £100. The items are shown in descending order.

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

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

You can also access our knowledge base from this link

<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>