

## Electronic Prescription Service Glossary

We understand that some pharmacy teams may be overwhelmed by the new terminology when dealing with EPS Release 2. Here are some of the most common phrases and a brief explanation of each one. This document does not replace training on how to use EPS Release 2 and it is important that you and your team are up to speed.

Your PMR system supplier will be able to direct you to training specific to your system. Please do feel free to contact us if you have further questions.

**Here you will find definitions of some of the terms you may hear used when describing the Electronic Prescription Service:**

### **Acute prescription**

A one-off prescription issued by a prescriber, usually for medication that you only need once, for example, to treat an infection.

### **Dispensing appliance contractor**

Dispensing appliance contractors, while not able to supply medicines, do supply various appliances such as incontinence and stoma products.

### **Dispensing contractor**

In this context, the catch-all term used to describe any organisation that dispenses NHS prescriptions to patients.

### **Dispensing token**

Paper copies of the details contained within the electronic prescription, which are printed at the dispensing contractor. They look almost identical to prescription tokens except they are printed on white paper. These can be ordered from WYCSA along with your usual pharmacy stationery order.

A dispensing token may be required in the following situations (when a prescription token was not issued):

- When the patient needs to sign for payment/exemption declaration purposes.
- To support the way you dispense in your pharmacy. You may want to print out all electronic prescriptions for now so that they can be used during prescription assembly. Please remember that the only “legal” prescription is the electronic message on your PMR.
- When a patient needs to go to a different dispensing contractor to collect their medication, their nominated dispensing contractor can return the prescription to the EPS and provide the patient with a dispensing token to hand in at the other dispensing contractor.

- When clinical information needs to be communicated to the patient that would have traditionally been placed on the right hand side of the prescription (this information will form part of the electronic prescription message from prescriber to dispenser) at the patient's request.

### **Electronic Prescription Service (EPS)**

The national service that enables prescriptions to be generated, transmitted and received electronically without the need for paper in some cases. The Electronic Prescription Service is part of the National Programme for IT.

### **Electronic repeat dispensing**

Unlike conventional paper-based repeat dispensing, electronic repeat dispensing is possible from a single electronic repeatable prescription and does not require paper batch issues to be printed. Instead, a single prescription token is printed and given to the patient at the start of the electronic repeat dispensing regime.

### **Electronic Transmission of Prescriptions (ETP)**

The name of the NHS Connecting for Health programme which is developing the Electronic Prescription Service (EPS).

### **NHS Choices**

A website ([www.nhs.uk](http://www.nhs.uk)) designed to help patients make choices about their health, from lifestyle decisions about things like smoking, drinking and exercise, through to the practical aspects of finding and using NHS services when they need them. When EPS Release 2 is introduced, patients will be able to view whether a pharmacy or dispensing appliance contractor is offering the service by using the search facility provided. Please check to make sure your details are correct.

### **Nomination**

Nomination gives patients the option to choose, or 'nominate', a place to receive their electronic prescriptions automatically – without the need for paper in most cases. This enables patients who don't need a face-to-face consultation with their GP to go straight to collect their medication or appliance instead of having to collect a prescription from their GP's practice beforehand. Please read the PCT Nomination Policy on our website.

### **Prescription token**

Prescription tokens are printed at the GP practice and look similar to FP10 prescription forms with a barcode. Prescription tokens will mainly be used in the longer term to accompany electronic prescriptions, which are not being sent to a nominated dispensing contractor. Scanning the barcode on the prescription token will enable any dispenser the patient uses to retrieve the electronic prescription.

During the initial stages of Release 2, prescriptions that are not being sent to a nominated dispensing contractor will continue to be issued on barcoded FP10 prescription forms signed by the prescriber.

### **Release 1**

This is the first stage of EPS implementation. In Release 1 electronic prescription messages flow alongside paper prescriptions.

### **Release 2**

This is the second stage of EPS implementation. Release 2 brings enhanced functionality, which enables prescribers to sign prescription messages electronically – removing the need for a signed paper prescription in most cases.

Release 2 of the EPS introduces the following:

- Advanced electronic signatures.
- Nomination.
- The use of prescription and dispensing tokens.
- Electronic cancellation.
- Electronic repeat dispensing.
- Electronic submission of reimbursement endorsements.

### **Repeat prescription**

A prescription issued without the patient having another consultation with their GP (or other prescriber).

### **Smartcard**

A plastic card containing an electronic chip (like a chip and PIN credit card) used to identify those health care professionals who are authorised to use the Electronic Prescription Service. This is used together with an alphanumeric passcode (the PIN).