

To: All Community Pharmacy contractors

**Directorate of Integrated Care  
Western Office**

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27<sup>th</sup> November 2020

Dear Colleague

## **COMMUNITY PHARMACY HOME DELIVERY SERVICE DURING THE COVID-19 PANDEMIC – MONTHLY RETURN**

### **Background**

You will be aware that the [Community Pharmacy Home Delivery Service](#) has been provided by community pharmacies from 1<sup>st</sup> **September 2020**. This is a valuable service to ensure that, as the COVID-19 pandemic continues, all patients can continue to receive their medicines in a safe and timely manner.

### **Service monitoring**

In order to fully appreciate the value of this service to our patients and the impact of service provision on the workload of community pharmacy teams, it is important to understand the number of deliveries of medicines being made via this service. I am, therefore, writing to you to seek a monthly return from your pharmacy detailing the number of deliveries made from commencement of the service in September 2020 until March 2021.

### **Submission of the monthly return**

The return should be made, preferably by secure e-mail, at the end of each month to the local office email address as detailed below, marking the subject heading as “Delivery service return”. Please note:

- The email should simply state the number of deliveries made to eligible patients for the relevant month; there is no need to complete a separate proforma.
- The return submitted at the end of November should detail the number of deliveries for September, October and November separately.
- A collated return for multiples will be acceptable.
- Details of routine deliveries made through general delivery arrangements are not required.

If you have any queries about this service, please contact your local HSCB office.

Yours sincerely,



**Joe Brogan**  
**Assistant Director of Integrated Care**  
**Head of Pharmacy and Medicines Management**

<b>Contact Details for Local Integrated Care Offices:</b>				
<b>Belfast</b>	<b>South Eastern</b>	<b>Southern</b>	<b>Northern</b>	<b>Western</b>
12-22 Linenhall Street Belfast BT2 8BS	12-22 Linenhall Street Belfast BT2 8BS	Tower Hill Armagh. BT61 9DR	County Hall 182 Galgorm Road Ballymena BT42 1QB	Gransha Park House 15 Gransha Park Clooney Road Londonderry BT47 6FN
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