



Pharmaceutical Services, 2 Franklin Street, Belfast BT2 8DQ
 Telephone No. 028 9053 5613, Fax No. 028 9053 2963

To: All Community Pharmacists

Dear Colleague

Re: Courier prescription collections

I am writing to thank all contractors for your support in the changes to prescription submission to BSO. The first two months have been very successful, with almost all contractor submissions being made to BSO within the correct timescales.

From now on, the courier will only be able to attend the pharmacy once for collection. Please ensure that your prescriptions are ready for collection from 9am on the **first** day of the collection period. You may wish to consider having them ready from close of business the previous day.

Please note, however, that the courier may call at any time over the collection period. If prescriptions are not ready for the courier to collect, **it is the contractor's responsibility** to ensure that prescriptions are delivered to BSO by the end of the relevant collection period.

See MPS 2257 http://www.hscbusiness.hscni.net/pdf/MPS_2257.pdf

Month	1 st Submission Collection Period			2 nd Submission Collection Period		
	1	2	3 Submission Deadline	1	2	3 Submission Deadline
January	Thursday 24.01.13	Friday 25.01.13	Monday 28.01.13	Wednesday 06.02.13	Thursday 07.02.13	Friday 08.02.13
February	Monday 25.02.13	Tuesday 26.02.13	Wednesday 27.02.13	Wednesday 06.03.13	Thursday 07.03.13	Friday 08.03.13
March	Monday 25.03.13	Tuesday 26.03.13	Wednesday 27.03.13	Friday 05.04.13	Monday 08.04.13	Tuesday 09.04.13

If you have any queries regarding this matter, please do not hesitate to contact Paul Loughran on 02890 535515

Yours sincerely

Ms Kathryn Turner

Head of Professional Pharmacy Services