

Tear out and keep guide to endorsing NCSO

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Do you know...

...how to correctly endorse to claim NSCO?

Where a product cannot be obtained at the Drug Tariff Part VIII reimbursement price and the Department of Health have granted the NCSO Concession for that month, pharmacies will be reimbursed based on their endorsement rather than the fixed Drug Tariff price.

If claiming the concession, the endorsement must include: the letters 'NCSO'; full details of the product dispensed (brand name, manufacturer or supplier and pack size and if there is not a price for the particular supplier's product on the NHS Prescription Services pricing system, the price should also be endorsed (before discount and ex VAT)). The

endorsement must also be initialled and dated. If any of this information is missing, payment will be based on the Drug Tariff price rather than the endorsed product and the pharmacy could lose out financially.

The endorsement can be made by hand or can be computer-generated (including initials). If a prescription has been date stamped, this will be accepted as the date, for the purpose of claiming the NCSO Endorsement.

An up to date list of products granted the concession can be found online at www.psn.org.uk/NCSO. The list changes every month.

<p>Brand name/supplier/manufacturer: If this information is missing, even if a price has been endorsed, the NCSO claim will not be accepted by NHS Prescription Services.</p>	Pharmacy Stamp	Age DoB	Title, Forename, Surname & Address N.I. Number
	Number of day's treatment NB Ensure dose is stated		
<p>NCSO: The endorsement must include the letters 'NCSO'. This draws attention to the type of endorsement you are making.</p>	Endorsements		Office use only
	<p>1) NCSO Teva £x.xx 28/28 ABC 15/3/11</p>		<p>Rx 1) Prednisolone 5mg tablets 28 tablets</p>
<p>Price: Payment will be based on the supplier's list price if it is held by NHS Prescription Services (the usual reimbursement price change mechanism applies). However if NHS Prescription Services doesn't have a list price on file, reimbursement will be based on the endorsed price. The price endorsed should be before discount and ex VAT.</p>	Signature of Doctor		Date
	For dispenser No. of Prescns on form		
<p>Initials: The endorsement MUST be initialled (or signed) – any authorised staff member can do this; it doesn't need to be the pharmacist. Note this is the most common part of the endorsement that is accidentally omitted leading to the NCSO claim not being accepted by NHS Prescription Services.</p>	NHS		
	Patients – please read the notes overleaf		
<p>Date: Finally, the endorsement must be dated. If the prescription has been stamped with a pharmacy stamp which includes a date, this will be accepted by NHS Prescription Services.</p>			
<p>Pack size used: Best Practice in endorsing pack sizes is quantity dispensed over pack size e.g. 28/28</p>			

