

Summary of EPS-related forms and tokens (England)

As uptake of the Electronic Prescription Service (EPS) increases, community pharmacy teams should familiarise themselves with the various prescription forms and tokens they will now encounter. The information provided below will help you to identify the different types of forms and explain when they are used.

Paper Prescriptions

Pharmacy Stamp	Age D.o.B	Title, Forename, Surname & Address
Prescriber Stamp over signature Number of days' treatment N.B. Ensure dose is stated	NHS Number:	
Endorsements		
Signature of Prescriber		
Date		
For dispenser No. of Prescriptions on form	FP10SS0406	

Paper FP10 prescription (without an electronic prescription message)

Even those GP practices which have gone live with EPS Release 2 will continue using paper FP10 prescriptions forms where necessary. Dentists and hospital doctors do not yet have access to EPS.

EPS Release 2 (R2) tokens (see overleaf)

Paper forms that are printed to accompany electronic prescriptions are known as 'tokens'. These are only used once a GP practice is using EPS R2.

There are two types:

1. the prescription or authorisation token (generated by a prescriber); and
2. the dispensing token (generated by a dispenser).

Both types are simply paper copies of the electronic prescription and neither can be used to dispense prescription items without the corresponding electronic prescription.

The barcode present on a token can be scanned to retrieve the corresponding electronic prescription from the NHS central Spine (the network which transfers information relating to electronic prescriptions). The prescription identifier code on the tokens is 18 characters. **Note:** Only R2 enabled dispensing systems will be able to retrieve an electronic prescription message from a token.

The 'prescriber signature' area on prescription tokens is overprinted to prevent the prescriber signing the token because it is the electronic signature on the electronic message which makes the prescription legally valid.

Reimbursement is made against the electronic claim message for the electronic prescription and not the paper token. Handwritten amendments are therefore **not** acceptable; the electronic message must be returned to the Spine so the prescriber can cancel and re-issue.

Wales: Currently, pharmacies in Wales cannot access these electronic prescription messages by scanning these R2 barcodes. Therefore, if a patient wishes to have their prescription dispensed in Wales, or one of the other home countries, a paper prescription form will need to be requested.

Barcoded FP10 prescription (with an electronic prescription message)

With a Release 1 EPS prescription, the paper FP10 form will require the prescriber's written signature, and the paper form will be the legal prescription. GP systems print a barcode on a paper prescription which, when scanned at an EPS-enabled pharmacy, downloads an electronic prescription message. This electronic message will auto-populate the pharmacy's system with the prescription details.

This type of prescription should be dispensed using the paper form, and the paper form needs to be submitted in the usual way for pricing.

Pharmacy Stamp		Age 33	Title, Forename, Surname & Address MR ANDREW CHARLTON
D.O.B. 20/03/1973		ADDRESS LINE 1 ADDRESS LINE 2 ADDRESS LINE 3 ADDRESS LINE 4 ADDRESS LINE 5	
Number of days' treatment N.B. Ensure dose is stated		NHS Number	POSTCODE
Endorsements			
NOMINATED EPS TOKEN			
MEDICATION ITEM DESCRIPTION 1 QUANTITY 1 DOSAGE/FREQUENCY 1			
MEDICATION ITEM DESCRIPTION 2 QUANTITY 2 DOSAGE/FREQUENCY 2			
MEDICATION ITEM DESCRIPTION 3 QUANTITY 3 DOSAGE/FREQUENCY 3			
MEDICATION ITEM DESCRIPTION 4 QUANTITY 4 DOSAGE/FREQUENCY 4			
Signature of Prescriber PRESCRIBING TOKEN - not to be used as a prescription, even if signed by an authorised prescriber		Date	
For dispenser No. of Prescriptions on form		GP CODE	
DR A JONES		GP ADDRESS LINE 1 GP ADDRESS LINE 2 GP ADDRESS LINE 3 TELEPHONE NUMBER PCT NAME	
NHS		POSTCODE PCT CODE	
FP10SS0608			

Prescription token (issued in parallel with a legal electronic NHS prescription)

The green FP10SS form may be used by the prescriber to print a prescription token.

The right hand side of the token will include a note that the electronic prescription message has been sent to the nominated dispensing site along with the name and address of the site.

Pharmacy Stamp		Age 33	Title, Forename, Surname & Address MR ANDREW CHARLTON
D.O.B. 20/03/1973		ADDRESS LINE 1 ADDRESS LINE 2 ADDRESS LINE 3 ADDRESS LINE 4 ADDRESS LINE 5	
Number of days' treatment N.B. Ensure dose is stated		NHS Number	POSTCODE
Endorsements			
REPEAT DISPENSING AUTHORISATION FORM			
MEDICATION ITEM DESCRIPTION 1 QUANTITY 1 DOSAGE/FREQUENCY 1			
MEDICATION ITEM DESCRIPTION 2 QUANTITY 2 DOSAGE/FREQUENCY 2			
MEDICATION ITEM DESCRIPTION 3 QUANTITY 3 DOSAGE/FREQUENCY 3			
MEDICATION ITEM DESCRIPTION 4 QUANTITY 4 DOSAGE/FREQUENCY 4			
Signature of Prescriber PRESCRIBING TOKEN - not to be used as a prescription, even if signed by an authorised prescriber		Date	
For dispenser No. of Prescriptions on form		GP CODE	
DR A JONES		GP ADDRESS LINE 1 GP ADDRESS LINE 2 GP ADDRESS LINE 3 TELEPHONE NUMBER PCT NAME	
NHS		POSTCODE PCT CODE	
FP10SD0608			

Repeat authorisation token (issued in parallel with a legal NHS repeatable electronic prescription)

It is mandatory for the prescriber to give the patient a prescription token when authorising an electronic repeatable prescription. This looks similar to the prescription token but has the words 'repeat dispensing authorisation form' printed on it.

Pharmacy Stamp		Age 33	Title, Forename, Surname & Address MR ANDREW CHARLTON
D.O.B. 20/03/1973		ADDRESS LINE 1 ADDRESS LINE 2 ADDRESS LINE 3 ADDRESS LINE 4 ADDRESS LINE 5	
Number of days' treatment N.B. Ensure dose is stated		NHS Number	POSTCODE
Endorsements			
DISPENSING TOKEN			
MEDICATION ITEM DESCRIPTION 1 QUANTITY 1 DOSAGE/FREQUENCY 1			
MEDICATION ITEM DESCRIPTION 2 QUANTITY 2 DOSAGE/FREQUENCY 2			
MEDICATION ITEM DESCRIPTION 3 QUANTITY 3 DOSAGE/FREQUENCY 3			
MEDICATION ITEM DESCRIPTION 4 QUANTITY 4 DOSAGE/FREQUENCY 4			
Signature of Prescriber DISPENSING TOKEN - Not to be used as a prescription, even if signed by an authorised prescriber		Date 20/02/2009	
For dispenser No. of Prescriptions on form		GP CODE	
DR A JONES		GP ADDRESS LINE 1 GP ADDRESS LINE 2 GP ADDRESS LINE 3 TELEPHONE NUMBER PCT NAME	
NHS		POSTCODE PCT CODE	
FP10DT0407			

Dispensing token (can be generated as necessary where a legal electronic NHS prescription has been issued by the prescriber)

The 'FP10DT' is white in colour and is generated by a dispenser. It will be printed with the annotation 'dispensing token'.

In EPS R2, these may be presented at a pharmacy where a patient has nominated a pharmacy but their nominated pharmacy has been unable to dispense the prescription. This is not a legal prescription but the barcode on the form can be used to 'pull down' the legal NHS electronic prescription from the Spine.

NHS England teams are responsible for supplying community pharmacies with blank FP10DTs for printing dispensing tokens.

Frequently Asked Questions

Q. The prescriber has signed a prescription token; does this make it a legal NHS prescription?

A. No. With EPS R2, payment is always based on the electronic message. R2 tokens are designed to minimise the risk of confusion by over-writing the signature box to state that the token should not be used as a prescription.

Q. Which EPS R2 tokens should I send with my prescription bundle?

A. The tokens which should be sent to the Pricing Authority are those where the patient:

- is exempt for a reason other than age; or
- has paid the prescription charge.

These tokens are sent for audit purposes only as reimbursement is made against electronically submitted R2 messages and the exemption category applied to that message.

The token and prescription illustrations are reproduced here with permission from the Department of Health. Subject to Crown copyright. They were the correct version as at the date of publication (April 2015), but medical professionals should check which versions are valid and in use at any given time and should not assume the versions printed are still valid.

Find out more about EPS R2 tokens at: psnc.org.uk/tokens

