

Contractor checklist: implementing changes to the NHS Community Pharmacy Hypertension Case-Finding Advanced Service

This checklist details the actions that members (pharmacy owners) who are already providing the service need to undertake to ensure changes to the hypertension case-finding Advanced service specification have been considered. Further information on the service and resources can be found at cpe.org.uk/hypertension.

	Activity	By whom?	By when?	Completed
1.	Read the service specification , Community Pharmacy England Briefing and the FAQs on the Community Pharmacy England website (cpe.org.uk/hypertension), so that you understand the changes in service requirements.			
2.	Update your Standard Operating Procedure (SOP) for the service to account for the changes in the service specification.			
3.	<p>Ensure all pharmacists and pharmacy technicians providing the service are appropriately trained and competent to do so. Pharmacists and pharmacy technicians providing the service must:</p> <ul style="list-style-type: none"> • Have read and understood the operational processes to provide the service as described in the service specification; • Be familiar with the NICE guideline (NG136) Hypertension in adults: diagnosis and management; and • Complete training (e-learning or face-to-face) on how to use the blood pressure monitoring equipment which should be provided by their equipment manufacturer. 			
4.	<p>Brief all staff on the changes to the service.</p> <p>Ensure all staff that will undertake parts of the service are familiar with and will apply relevant sections of the SOP.</p>			
5.	Engage with local GP Practices and/or PCN colleagues to make them aware of the changes in this service. Resources to support this, including a template letter / email and a			

	summary of the service for GP practices, are available at cpe.org.uk/hypertension .			
6.	Print out copies of any updated resources and paper records you will use when providing the service and discard any old versions. Template forms and resources are available at cpe.org.uk/hypertension .			
7.	Review how you are promoting the availability of the service to patients. An NHS poster (for you to print) and digital marketing resources are available to contractors. Resources, including a guide for the pharmacy team on how to recruit patients, are available at cpe.org.uk/hypertension .			
8.	Update your pharmacy's service details on the NHS Profile Manager. This will allow your pharmacy to be identified by the public as providers of the service. Details on how to do this are available on the NHS website page of the Community Pharmacy England website .			
9.	If using NHSmail to communicate results and referrals to GP practices, update any existing templates to assist in efficient GP communications.			