

Pharmacist implementation checklist: Pharmacy Contraception Service

This checklist provides suggested actions that pharmacists need to undertake to prepare to provide the Pharmacy Contraception Service. Further information on the service and resources can be found at cpe.org.uk/PCS.

	Activity	By when?	Completed
1.	Read the service specification and Patient Group Directions (PGD) as well as the FAQs on the Community Pharmacy England website (cpe.org.uk/PCSFAQs) so that you understand the service requirements.		
2.	Ensure you have signed up to the PGDs before providing the service.		
3.	If you didn't watch the live webinars, watch the on-demand versions of the Community Pharmacy England webinars on the Pharmacy Contraception Service.		
4.	If you have not already done so, sign up to your Local Pharmaceutical Committee (LPC) newsletter so you are made aware of any local training events on the service and check their website to see if they have already published details on these.		
5.	Review the mandatory and recommended training modules listed in the service specification to identify any gaps in your knowledge and to ensure you have the appropriate clinical skills to demonstrate your competency before providing the service. The training modules are available on the Centre for Pharmacy Postgraduate Education (CPPE) and/or		

	<p>the Health Education England e-learning for healthcare (elfh).</p> <p><i>Note – packages that are highly recommended are indicated by an asterisk *</i></p>		
6.	<p>Review the additional tools and training resources detailed on the CPPE NHS PCS page to see if any of these would help you to prepare to provide the service. If so, complete any required training.</p>		
7.	<p>As blood pressure measurements may need to be undertaken, review the training requirements to provide this element of the service in the 'Getting ready to provide the service' section of our Hypertension Case-Finding Service hub page.</p>		
8.	<p>Read the standard operating procedure for the service at the pharmacies you work at.</p>		
9.	<p>Ensure you know how to use and have log-in details for the NHS-assured Pharmacy Contraception Service IT system that will be used at the pharmacies you work in.</p>		
10.	<p>Review the available resources on the Community Pharmacy England website (cpe.org.uk/PCS) to assist with promoting the service and to support providing information to individuals about the service and any outcomes.</p>		
11.	<p>Review the available shared decision-making contraception consultation tools that can be used to assist with consultations and to signpost individuals to for further information.</p> <p>Consider how these may be provided to individuals, pre-consultation, to assist with consideration of contraception choices. Details can be found in the 'Providing the service' section on the Community Pharmacy England website (cpe.org.uk/PCS).</p>		

12.	<p>Safeguarding:</p> <p>Ensure you have the appropriate tools to support assessment of Gillick competence and documentation of how Fraser guidelines were made.</p>		
13.	<p>Safeguarding:</p> <p>Ensure you are aware of the local safeguarding policy and have made a note of the contact details for the local safeguarding lead. Details may also be available via your LPC.</p>		
14.	<p>Confirm the website for the local integrated care board formulary to refer to when providing oral contraception supplies.</p>		
15.	<p>Review the pre-consultation questionnaire template which may assist to reduce the pharmacist/service user contact time if your IT system does not offer any pre-consultation solutions.</p>		