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Gateway reference: 05/NHSBSA/RxS/11/12

Dear Practice Manager

Claims for Payment in respect of High-volume Personally Administered Vaccines

Following discussions with the Department of Health, who consulted the British Medical Association's General Practitioner Committee, NHS Prescription Services have been advised that GPs who want to make a claim for the following high-volume personally administered vaccines or a combination of these vaccines, must make them in the form of bulk entries on the **FP34 appendix claim form** as stated in paragraph 17.15 of the NHS General Medical Services Statement of Financial Entitlements (SFE) 2005, onwards.

The high-volume personally administered vaccines that this applies to are:

Influenza
Typhoid
Hepatitis A
Hepatitis B
Pneumococcal
Meningococcal

If you submit payment claims on FP10 prescriptions for these vaccines, from **January 2013**, the items will be disallowed and a copy returned to you. You can still claim payment for these vaccines; however the correct claim form (FP34 appendix form) must be used.

Using the correct claim form

- If you are a Dispensing doctor, you should use the FP34D appendix form (pink)
- All other GPs should use the FP34PD appendix form (salmon).

We send out a new form to you every month. If you need another copy please telephone our helpdesk on 0845 610 1171. Always use the new monthly form sent to you as this will have the most up to date information rather than using a copy of a previous month's form.



How to complete your FP34D or PD appendix form

Please use the guidance and examples on our website to help you fill in your form. Please note that the names of the doctors listed in the example are example names only and any resemblance to any doctor living or dead is coincidental.

Guidance on how to complete your FP34D and FP34PD appendix forms is available on our website at www.nhsbsa.nhs.uk > Prescription Services website > Payments and Pricing > High volume vaccine forms (FP34D / PD appendix form)

Or go directly to:

<http://www.nhsbsa.nhs.uk/PrescriptionServices/933.aspx>

You will also find some examples of completed forms which may be helpful.

If you have queries about this letter, please phone Prescription Services on 0845 610 1171 or email nhsbsa.prescriptionservices@nhs.net

Claims for payment for other vaccines.

These should be made using FP10 forms

If you have queries regarding the content of this letter, please phone Prescription Services on 0845 610 1171.

Yours sincerely



Martin Kelsall
Head of Prescription Services