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FAO The Practice Manager

30<sup>th</sup> September 2016

Dear Practice Manager

**Re: Non-medical prescribing – validation and annual declaration administration**

Following the work done over the last two financial years to validate non-medical prescribers in Lancashire and to collect annual declarations, we are now initiating the process for the current financial year within your CCG.

Please find attached three documents:

- An appendix 1 form (Practice non-medical prescribers\*)
- A non-medical prescriber Annual Declaration form
- A non-medical prescriber Register Application form.

It is essential that the forms are completed and returned as detailed below. Failure to return the required forms will result in the non-medical prescribers being removed from the register and therefore unable to prescribe.

**1. Appendix 1 Form**

This form lists the current non-medical prescribers linked to your practice on epact.net. Please complete this form and record any non-medical prescribers in the bottom section of the form who are currently prescribing within your practice and who are not included on the list.

**2. Annual Declaration Form**

All non-medical prescribers listed on the Appendix 1 form must complete and return an Annual Declaration form In addition the following must also be attached:

- Prescriber Qualification Certificate
- NMC Statement of Entry or proof of current registration

**3. Non-medical prescriber Register Application Form**

This must be completed by all non-medical prescribers **not** listed on the Appendix 1 form. In addition the following must also be attached:

- Prescriber Qualification Certificate
- NMC Statement of Entry or proof of current registration

Please return all forms via email to [mlcsu.nmpregister@nhs.net](mailto:mlcsu.nmpregister@nhs.net) by 28<sup>th</sup> October 2016.

Thank you for your anticipated help.

Yours sincerely

A handwritten signature in cursive script that reads "Susan Warburton".

Susan Warburton  
Deputy Director of Nursing, Patient Experience and Safeguarding  
Area Team - Lancashire  
NHS England

\* Non-medical prescribers may be nurses, pharmacists, optometrists, physiotherapists, podiatrists, radiographers or midwives who have completed a non-medical prescribing qualification so are able to prescribe independently for patients within their clinical competence.