

PRESCRIBING STAFF SPECIMEN SIGNATURES

1. Permanent medical staff and non-medical prescribers working in the Community shall provide a new specimen signature every 2 years, using this form, to the Community Health Services Pharmacy Lead.
2. New Prescribers will be required to submit this form before they will be registered on the Trust prescribing database and prescription pads ordered for them.
3. Each pharmacy department must be familiar with the signatures of all the prescribers whose prescriptions it may encounter. Specimen signatures are also required in order to check a doctor's countersignature on Controlled Drug Orders*.
4. Community Health Services Pharmacy Leads will send or fax completed copies of this form to the relevant hospital pharmacies for in-patient units and to the NMP administrator for non-medical prescribers.
5. Pharmacy departments reserve the right to query any unknown signatures and may refuse to dispense a prescription or supply Controlled Drugs if the signature cannot be recognised.

SAMPLE - DO NOT USE

* Legislation require that orders to the hospital pharmacy of another organisation for stock supplies of Controlled Drugs must be countersigned by a doctor

**SAFE & SECURE HANDLING OF MEDICINES – ALL STAFF CHS - CLPG13-CHS:
APPENDIX 1 (July 2017)**

PRESCRIBING STAFF SPECIMEN SIGNATURES

Title: Dr Mrs Mr Miss Ms		Registered Name (in Full) :	
Position:		Base or Unit:	
Full signature:		Initials used:	Date:
Trust e-mail address:			
Contact telephone no:			
GMC / NMC / GPhC / GDC / HCPC registration (PIN) number:			
Prescribing Qualification (please circle): MEDICAL INDEPENDENT COMMUNITY PRACTITIONER SUPPLEMENTARY			
Date of appointment/qualified as prescriber:	Locum / permanent	Expected finish date (locums):	
Name of Previous Trust (if applicable):			
Name of Manager / Consultant :			
Full signature of Manager / Consultant:		Date:	
Please send or fax a copy of this form to the Community Health Services Pharmacy Lead where you work: <ul style="list-style-type: none"> • Bedfordshire: Woburn Court, Railton Road, Bedford • West Essex: St Margaret's Hospital, Epping • South East Essex: Pharmacy Department, Rochford Hospital, Essex 			

SAMPLE - DO NOT USE