

# QCPP REQUIREMENTS MANUAL

## OUTLINE OF UPDATES #5 - AUGUST 2014

The table below summarises the fifth release of updates to the QCPP Requirements Manual 2011 announced as of August 2014. Impact or action required demonstrates the key revisions a pharmacy would need to consider when being accredited against the QCPP Requirements Manual 2011. Previous manual updates and electronic versions of the following documents can be downloaded from [www.qcpp.com/knowledgehub](http://www.qcpp.com/knowledgehub).

Action, Procedure or Template	Change	Impact or action required
<b>Table of Contents - PROCEDURES</b>	Updated to reflect new versions of procedures listed in this table.	Replace previous table of contents behind green Procedures tab in Requirements Manual with version 2.5.
<b>Table of Contents - TEMPLATES</b>	Updated to reflect new versions of templates listed in this table.	Replace previous table of contents behind red Templates tab in Requirements Manual with version 2.5.
<b>ELEMENT 3 - DELIVERY OF HEALTH PROGRAMS AND SERVICES</b>		
<b>T3B Dose Administration Aids</b>	Revised Checklist	This checklist has been amended to reflect communication from the Pharmacy Board of Australia, specifically related to labeling. Replace the previous T3B template with the new T3B template version 2.3, and ensure systems are in place for this template.
<b>T3M Vaccination Services in the Pharmacy Checklist</b>	Revised Checklist	The revised checklist outlines the facilities to support vaccination services in pharmacy. Review the revised checklist and identify what actions need to be implemented to comply with QCPP requirements. Replace the previous T3M template with the new T3M template version 2.1, and ensure systems are in place for this template.
<b>ELEMENT 11 - CUSTOMER SERVICE</b>		
<b>P11E Processing Sales</b>	Revised Checklist	Minor amendment to incorporate changes in credit card transactions that come into effect in August 2014. Replace the previous P11E template with the new P11E template version 2.1, and review your customised pharmacy procedure and amend as relevant.
<b>FAST TRACK</b>		
<b>P1A Example Confidentiality Policy</b>	Revised Fast Track Document	Revised Fast Track document to reflect implementation of the Australian Privacy Principles. Review your customised pharmacy procedure and amend as relevant.