

QCPP REQUIREMENTS MANUAL

OUTLINE OF UPDATES #1 – JANUARY 2012

The table below summarises the first release of updates to the QCPP Requirements Manual 2011 announced as of January 2012. Impact or action required demonstrates the key revisions a pharmacy would need to consider when being accredited against the QCPP Requirements Manual 2011.

Action, Procedure or Template	Change	Impact or action required
Table of Contents - PROCEDURES	Updated to reflect new versions of procedures/policies listed in this table. Title of P8A also corrected.	Replace previous table of contents behind green Procedures tab in Requirements Manual with version 2.1.
Table of Contents - TEMPLATES	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 2.1.
ELEMENT 1 COMPLIANCE WITH LEGAL AND PROFESSIONAL OBLIGATIONS		
T1A Legal and Professional Obligations Declaration	Revised services on page 2 and addition of PPI Annual Payment Eligibility Declaration attachment.	Version 2.1 of the T1A form will become effective as of 1 January 2012. Pharmacies whose anniversary or accreditation date is due after 1 January will be required to complete the new version of this form. If your pharmacy is not registered for PPI priority areas that attract an annual payment there is no requirement to complete the <i>PPI Annual Payment Eligibility Declaration</i> attached to the revised form.
ELEMENT 2 SUPPLY OF MEDICINES, MEDICAL DEVICES AND POISONS		
P2A Dispensing Procedure	Minor correction	Incorrect reference to P2K Staged Supply and T2F Staged Supply Checklist has been removed and replaced with reference to P2B Brand Substitution Policy in the <i>Related procedure or template</i> column next to action 31. Replace previous procedure in Requirements Manual with version 2.1.
T2G Clinical Interventions Checklist	New checklist	Review new checklist (v2.0) and identify what actions need to be implemented to comply with QCPP Requirements. Add checklist to Requirements Manual.
ELEMENT 3 DELIVERY OF HEALTH PROGRAMS AND SERVICES		
T3A Opioid Substitution Program Checklist	Revised actions (mandatory)	Review changes to actions 4.3, 7.4 and 8.1. Confirm that take away doses are contained in child resistant packaging (4.3) and that the pharmacy is maintaining and following a system for communication with prescribers and other relevant health care professionals in alignment with the Interprofessional Collaboration Checklist and the pharmacy's Interprofessional Collaboration Policy (7.4). Ensure that a record of each supply is being maintained with patient records for opioid substitution therapy (8.1f). Replace previous checklist in Requirements Manual with version 2.1.
T3B Dose Administration Aids Checklist	New action (mandatory) and minor rewording to evidence requirements.	Review new action 3.2 (mandatory). If delivering this service ensure the pharmacy has access to approved guidelines for providing dose administration aids. Review minor rewording to evidence requirements in action 8.1e.

T3C Screening and Risk Assessment Checklist	Minor correction	Action 7.1i of this checklist originally referenced “monitoring and case detection”. This wording has been replaced with “screening and risk assessment”. Replace previous checklist in Requirements Manual with version 2.1.
T3H Health Promotion Checklist	Minor corrections	<p>Corrections made to Action 2.1 include:</p> <ul style="list-style-type: none"> ▪ Duplicate evidence requirement has been removed from Action 2.1 (duplication of Action 2.2 evidence requirements). ▪ Reference to T2E Interprofessional Collaboration Checklist has been moved to Action 2.2 ▪ T15B Training Record has been added to the <i>Procedures/template available</i> column for Action 2.1 in this checklist. <p>Replace previous checklist in Requirements Manual with version 2.1.</p>
ELEMENT 11 CUSTOMER SERVICE		
T11C Customer Service Statement	New actions (mandatory)	Update pharmacy Customer Service Statement to reflect new mandatory actions at 1a, 1b, 1c, 5c, 5 d and 5e.