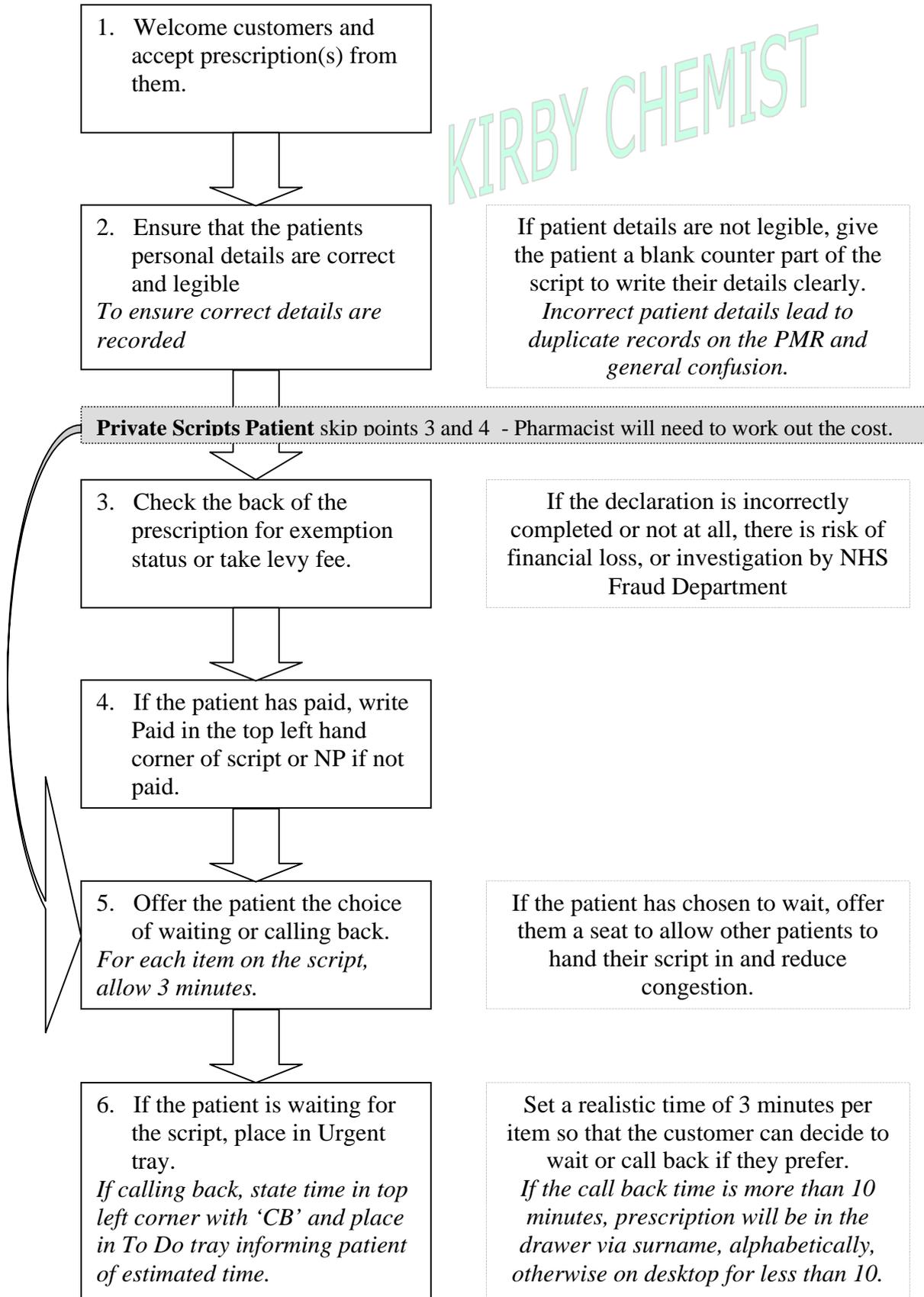




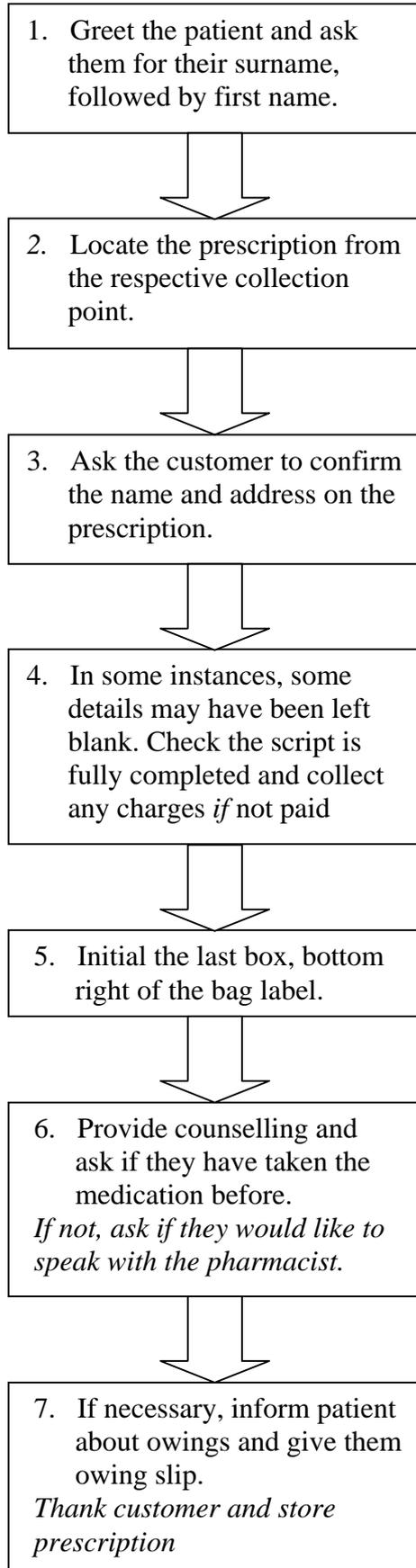
Procedure For Taking Walk In Patients

All Staff



Procedure For Handing Out Prescriptions

All Staff



All prescriptions ready for collection will be placed in alphabetical order in the four collection draws.

N.B – Large prescriptions will be placed in the collection box storage.

KIRBY CHEMIST

Often, relatives can be collecting on behalf of family.

If any customer is unable to confirm the details, do not hand the script out without clarifying the situation.

Private Prescriptions will be different prices. In the event of a private script, the charges will be clearly labelled on the bag label and will need to be collected

If there is no initial, there is no way to tell who handed it out in the event that there is a query later

By offering to talk to the pharmacist, the patient can raise any issues or concerns about taking their new medication.

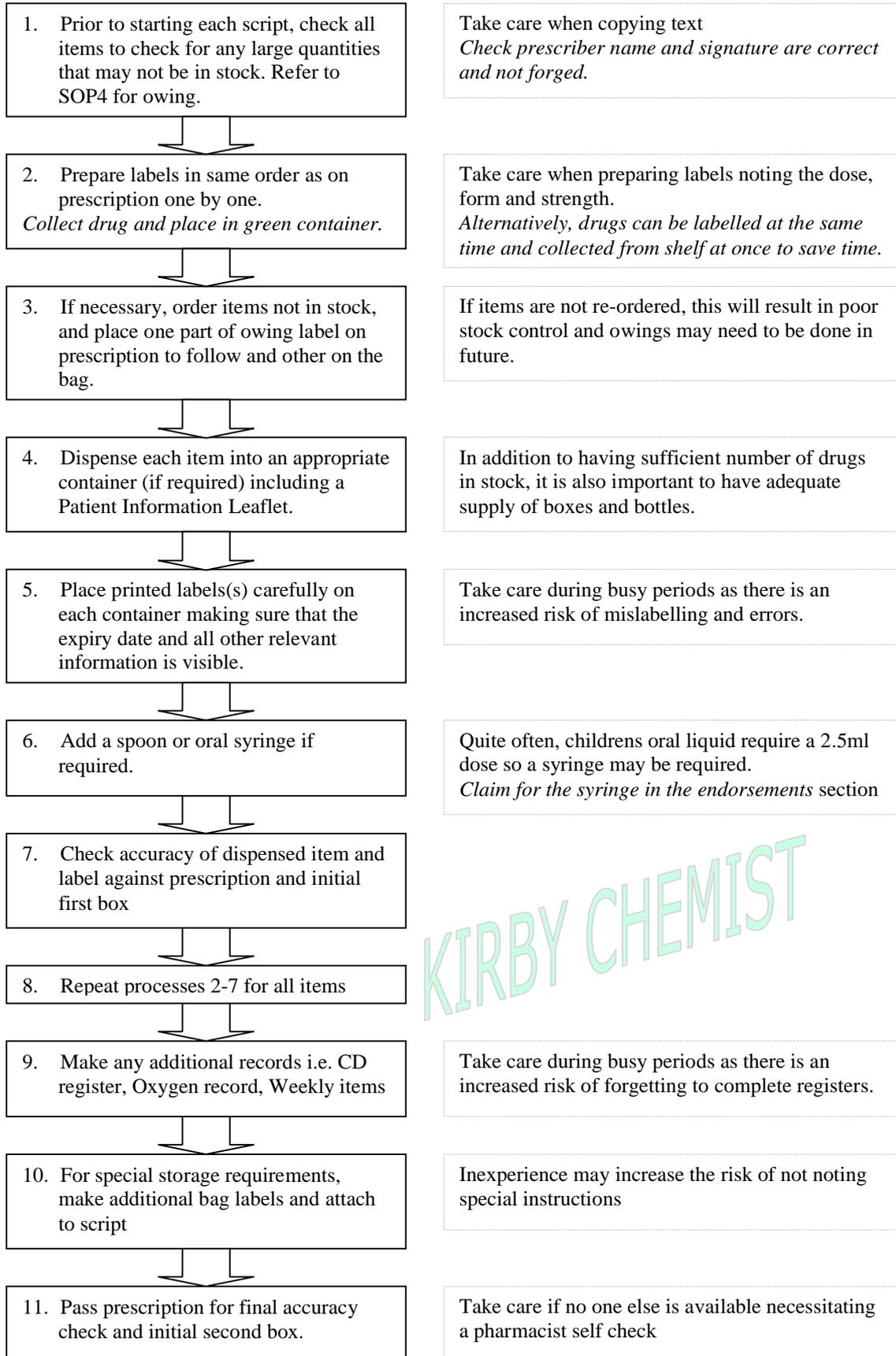
If there are any owing on the prescription, place in the owing tray.
If the prescription is successfully completed, file the script.



Procedure For Dispensing Prescriptions

Including NHS, Private, and also Phone in.

Dispenser / Pharmacist

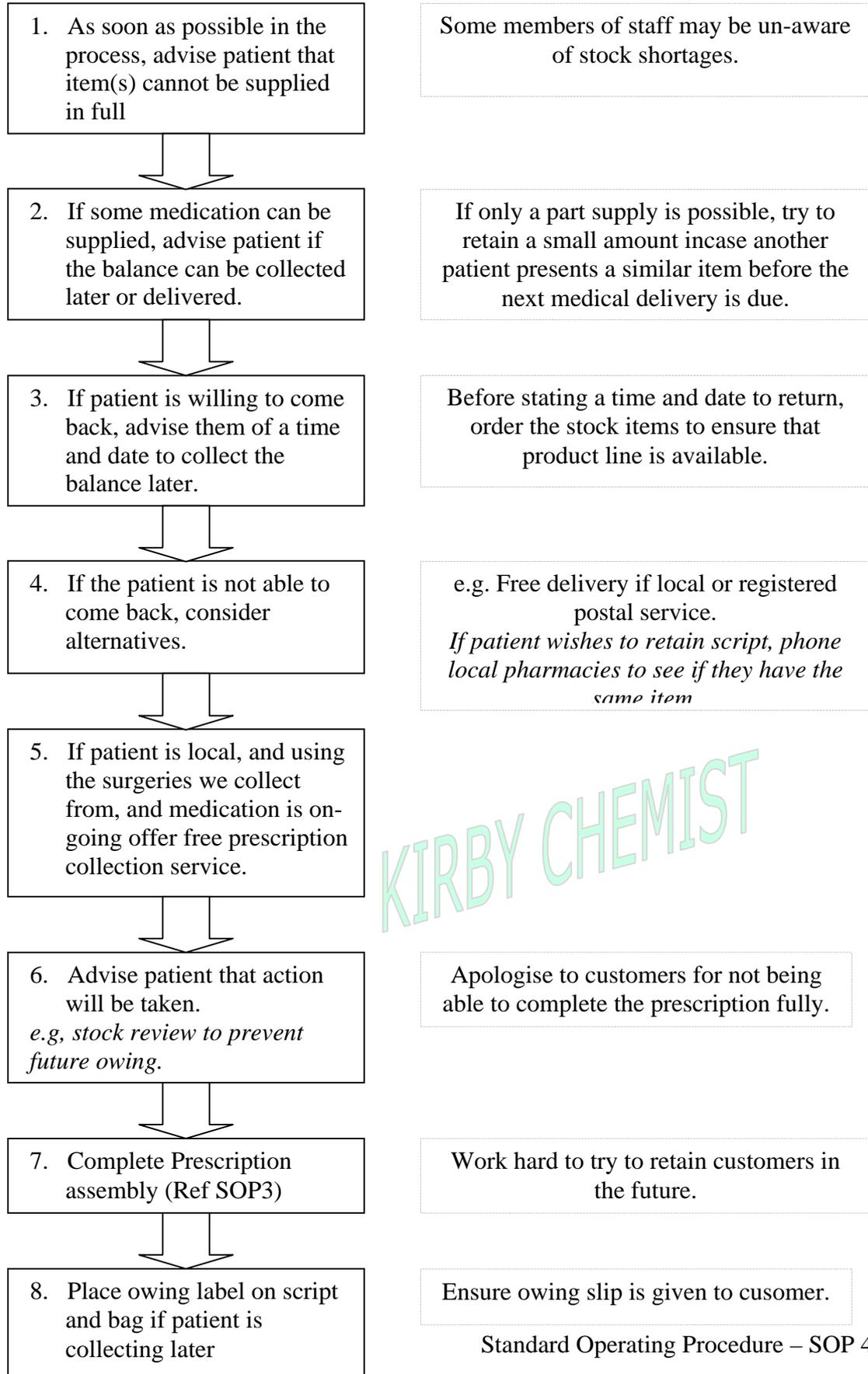


KIRBY CHEMIST



Procedure For Preparing An Owing

Dispenser or Pharmacist



Procedure For Dispensing – Accuracy

Pharmacist / Senior Pharmacist

