



# Pharmacy Intelligence Hub 5.7

## Release Guide

Version 1.0

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# Pharmacy Intelligence Hub Release 5.7


## Summary of Changes

Pharmacy Intelligence Hub release 5.7 includes the following new features and improvements:


### England Only

- **Pharmacist Performance** - We have introduced a **Pharmacist Performance** screen that provides a breakdown of services performed by individual pharmacists in your group.

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 See [Pharmacist Performance on page 7](#) for details.
- **Exporting Hub Fulfilment Data** - The export feature is enhanced on the **Hub Fulfilment** screen. You can now export a wide range of data for a set date range.

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 See [Hub Fulfilment on page 13](#) for details.

- **Services Store Performance** - The following changes are made to the **Services Store Performance** screen:

- **Services Store Performance** - The **Pharmacy First** table is updated to display Clinical Pathways common conditions:

Services Store Performance							
<span>All</span> <span>Totals</span> <span>Pharmacy First</span> <span>NHS Flu</span> <span>NMS</span> <span>Hypertension</span> <span>Contraception</span>							
Pharmacy First							
Store	CP - Acute Otitis Media	CP - Sore Throat	CP - Impetigo	CP - Infected Insect Bites	CP - Shingles	CP - Sinusitis	CP - UTI
Test store	1	5	1	5	2	2	0

- **Services Store Performance** - The **NMS** table is updated to display **NMS Engaged** data:

Services Store Performance			
<span>All</span> <span>Totals</span> <span>Pharmacy First</span> <span>NHS Flu</span> <span>NMS</span> <span>Hypertension</span> <span>Contraception</span>			
NMS			
Store	NMS Engaged	NMS Completed	NMS Income
Test Store	5	3	£81

- **Services Store Performance** - The **NHS Flu** table is updated to **Flu** and now includes private flu data:

Services Store Performance			
<span>All</span> <span>Totals</span> <span>Pharmacy First</span> <span>NMS</span> <span>Hypertension</span> <span>Contraception</span> <span>Flu</span>			
Flu			
Store	NHS Flu	NHS Flu Income ↓	Private Flu
Test Store	19	£182.02	0
Test Store	8	£76.64	0

➔ See [Services Store Performance on page 18](#) for details.

- **Pharmacy First Supply** - The **Pharmacy First Supply** table is updated to include the **Completion Date**:

Supply Details						Q Search
Store Name	ID	Completion Date	Service Type	Referral Origin	Supply Status	Supply Type ↑
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Signposted	SUPPLIED	Clinical protocol
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Ambulance Service	SUPPLIED	Clinical protocol
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Self Referred	SUPPLIED	Clinical protocol

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 See [Pharmacy First Supply on page 23](#) for details.

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- **Clinical Pathways NHS Threshold for August 2024** - The number of clinical pathway consultations required to be delivered during August 2024 to secure the fixed payment is reduced from 20 to 15.

# Pharmacist Performance

The **Pharmacist Performance** screen provides an overview of activity by pharmacist across all the stores in your group:

← Pharmacist Performance
EXPORT

From  
01/07/2024

To  
31/07/2024

RESET DATES

All
NMS
Pharmacy First
Hypertension
Contraception
Flu Vac

Pharmacist ↑	Bites	CP - Shingles	CP - Sinusitis	CP - UTI	Hypertension		Contraception		Flu Vac	
					BP Checks	ABPM Checks	Initiation	Ongoing	NHS	Private
Demo Pharmacist - 1234567	1	0	0	1	5	4	0	0	2	0
Demo Pharmacist - 1223456	3	0	0	0	3	4	5	0	0	0
Demo Pharmacist - 1222345	0	0	0	1	1	1	0	0	0	0
Demo Pharmacist - 1222234	3	0	0	1	0	0	0	0	0	0
Demo Pharmacist - 1222223	0	0	0	0	1	0	0	0	0	0
Demo Pharmacist - 1222222	3	0	0	1	0	0	0	0	0	0

◀ ▶
1 - 6 of 6
Rows Per Page: 10 ▼

## Pharmacist Performance Table

The **Pharmacist Performance** table displays the number of completed services for each pharmacist in your group for the selected date range:

Pharmacist Performance <span style="float: right;">Search</span>										
<span>All</span> <span>NMS</span> <span>Pharmacy First</span> <span>Hypertension</span> <span>Contraception</span> <span>Flu Vac</span>										
Pharmacist ↑	Bites	CP - Shingles	CP - Sinusitis	CP - UTI	Hypertension		Contraception		Flu Vac	
					BP Checks	ABPM Checks	Initiation	Ongoing	NHS	Private
Demo Pharmacist - 1234567	1	0	0	1	5	4	0	0	2	0
Demo Pharmacist - 1223456	3	0	0	0	3	4	5	0	0	0
Demo Pharmacist - 1222345	0	0	0	1	1	1	0	0	0	0
Demo Pharmacist - 1222234	3	0	0	1	0	0	0	0	0	0
Demo Pharmacist - 1222223	0	0	0	0	1	0	0	0	0	0
Demo Pharmacist - 1222222	3	0	0	1	0	0	0	0	0	0

1 - 6 of 6 Rows Per Page: 10



**Training Tip** - Use the scroll bar at the bottom of the table to view more data.

- **Pharmacist** - The pharmacist's name followed by their GPhC number.
- **NMS:**
  - **Engagement - Store** - Displays the total number of New Medicine Service (NMS) engagement sessions completed at the store.
  - **Engagement - Remote** - Displays the total number of New Medicine Service (NMS) engagement sessions completed remotely.
  - **Intervention - Store** - Displays the total number of New Medicine Service (NMS) intervention sessions completed at the store.
  - **Intervention - Remote** - Displays the total number of New Medicine Service (NMS) intervention sessions completed remotely.




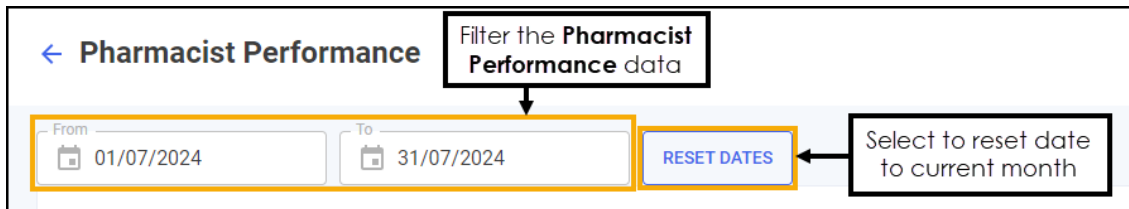
- **Follow Up - Store** - Displays the total number of New Medicine Service (NMS) follow up sessions completed at the store.
- **Follow Up - Remote** - Displays the total number of New Medicine Service (NMS) follow up sessions completed remotely.
- **Pharmacy First:**
  - **Minor Illness** - Displays the total number **Pharmacy First Minor Illness** referrals completed by the pharmacist.
  - **Urgent Supply** - Displays the total number **Pharmacy First Urgent Medicines Supply** referrals completed by the pharmacist.
  - **Clinical Pathways Total** - Displays the total number **Pharmacy First Clinical Pathways** referrals completed by the pharmacist.
  - **CP - Acute Otitis Media** - Displays the total number **Pharmacy First Acute Otitis Media Clinical Pathway** referrals completed by the pharmacist.
  - **CP - Sore Throat** - Displays the total number **Pharmacy First Sore Throat Clinical Pathway** referrals completed by the pharmacist.
  - **CP - Impetigo** - Displays the total number **Pharmacy First Impetigo Clinical Pathway** referrals completed by the pharmacist.
  - **CP - Infected Insect Bites** - Displays the total number **Pharmacy First Infected Insect Bites Clinical Pathway** referrals completed by the pharmacist.
  - **CP - Shingles** - Displays the total number **Pharmacy First Shingles Clinical Pathway** referrals completed by the pharmacist.
  - **CP - Sinusitis** - Displays the total number **Pharmacy First Sinusitis Clinical Pathway** referrals completed by the pharmacist.
  - **CP - UTI** - Displays the total number **Pharmacy First UTI Clinical Pathway** referrals completed by the pharmacist.

- **Hypertension:**
  - **BP Checks** - Displays the total number of completed blood pressure checks by the pharmacist.
  - **ABPM Checks** - Displays the total number of completed ambulatory blood pressure monitor checks by the pharmacist.
- **Contraception:**
  - **Initiation** - Displays the total number of Contraception services initiated by the pharmacist.
  - **Ongoing** - Displays the total number of ongoing Contraception services monitored by the pharmacist.
- **NHS Flu:**
  - **NHS** - Displays the total number of NHS influenza vaccinations administered by the pharmacist.
  - **Private** - Displays the total number of private influenza vaccinations administered by the pharmacist.

## Filter the Data:

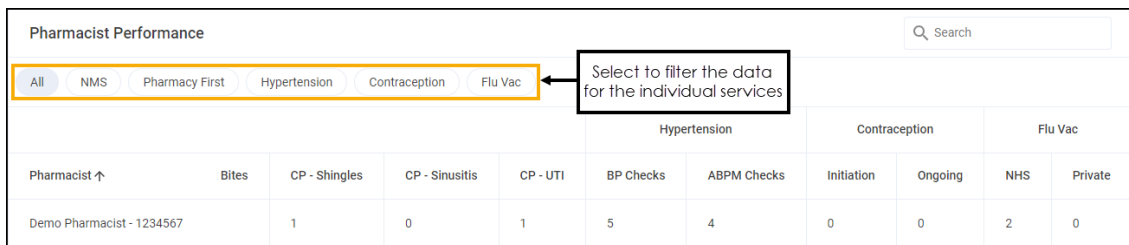
To filter the data that displays on the **Pharmacist Performance** screen:

- **Date range** - Enter the time frame required in **From** and **To**. To reset the dates to the current month, select **RESET DATES** :



The screenshot shows the 'Pharmacist Performance' header with a search icon and the text 'Filter the Pharmacist Performance data'. Below this, there are two date input fields: 'From' with the date '01/07/2024' and 'To' with the date '31/07/2024'. To the right of these fields is a blue button labeled 'RESET DATES'. A callout box with an arrow points to the 'RESET DATES' button, containing the text 'Select to reset date to current month'.

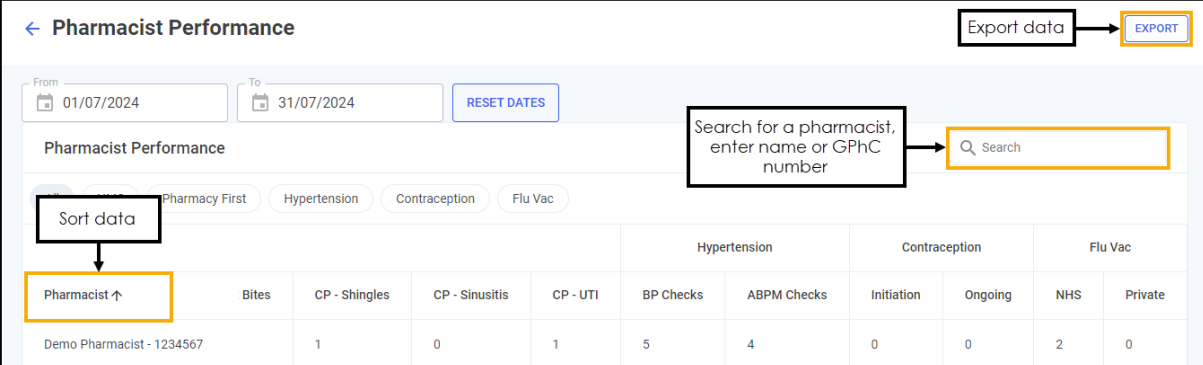
- **Category** - Select from **All**, **NMS**, **Pharmacy First**, **Hypertension**, **Contraception** and **Flu Vac** to filter the data that displays:



The screenshot shows the 'Pharmacist Performance' header with a search icon and the text 'Pharmacist Performance'. Below the header, there are six category buttons: 'All', 'NMS', 'Pharmacy First', 'Hypertension', 'Contraception', and 'Flu Vac'. The 'All' button is highlighted with a yellow border. A callout box with an arrow points to the 'All' button, containing the text 'Select to filter the data for the individual services'. Below the category buttons is a table with columns for 'Pharmacist', 'Bites', 'CP - Shingles', 'CP - Sinusitis', 'CP - UTI', 'Hypertension' (sub-columns: BP Checks, ABPM Checks), 'Contraception' (sub-columns: Initiation, Ongoing), and 'Flu Vac' (sub-columns: NHS, Private). The table contains one row of data for 'Demo Pharmacist - 1234567'.

Pharmacist ↑	Bites	CP - Shingles	CP - Sinusitis	CP - UTI	Hypertension		Contraception		Flu Vac	
					BP Checks	ABPM Checks	Initiation	Ongoing	NHS	Private
Demo Pharmacist - 1234567		1	0	1	5	4	0	0	2	0

## Searching, Sorting and Exporting Data



The screenshot shows the 'Pharmacist Performance' dashboard. At the top right, there is an 'Export data' button with an 'EXPORT' button next to it. Below this, there are date filters for 'From' (01/07/2024) and 'To' (31/07/2024), with a 'RESET DATES' button. A search bar is labeled 'Search for a pharmacist, enter name or GPhC number'. Below the search bar, there are filter buttons for 'Pharmacy First', 'Hypertension', 'Contraception', and 'Flu Vac'. A 'Sort data' button is located above the table header. The table has columns for 'Pharmacist', 'Bites', 'CP - Shingles', 'CP - Sinusitis', 'CP - UTI', 'Hypertension' (BP Checks, ABPM Checks), 'Contraception' (Initiation, Ongoing), and 'Flu Vac' (NHS, Private). A row for 'Demo Pharmacist - 1234567' is shown with values: Bites: 1, CP - Shingles: 0, CP - Sinusitis: 1, CP - UTI: 5, BP Checks: 4, ABPM Checks: 0, Ongoing: 0, NHS: 2, Private: 0.

- Search** - To search for an individual pharmacist, simply enter the name or GPhC number in **Search** , the table updates as you type.
- Sorting Data** - Select any header to sort your pharmacists by the chosen column, for example, select **NMS - Engagement - Store** to sort pharmacists by the number NMS engagements completed at the store. You can sort ascending or descending as required.
- Exporting Data** - To export the **Pharmacist Performance** data to a CSV (spreadsheet) file, select **EXPORT** . A CSV file is created in your local **Downloads** folder.



**Training Tip** - To view the **Downloads** folder, open **Windows File Explorer**, locate and open **Downloads**. A list of your recently downloaded files display.

# Hub Fulfilment

The **Hub Fulfilment** screen provides visibility of items processed and throughput across your Hub and Spoke stores:

← Hub Fulfilment
EXPORT

From  
01/01/2023

To  
31/01/2023

RESET DATES

**HEADLINE**

Your Hub has processed **16,352 items** in the selected date range

Item Throughput <span style="float: right;">Q Search</span>				
Store	Total	Labelled at Store	Labelled at Hub	% Labelled at Hub ↓
Aberdeen	7,447	3,638	3,809	51.15%
York	12,078	8,346	3,732	30.9%
Derby	3,862	2,821	1,041	26.95%
Shrewsbury	7,721	5,788	1,933	25.04%

- Hub Fulfilment Headline** - The **Hub Fulfilment** headline provides a dynamic summary of the number of processed Hub items in the selected date range:

**HEADLINE**

Your Hub has processed **16,352 items** in the selected date range

- Hub Fulfilment Item Throughput Table** - **Hub Fulfilment Item Throughput** details the item throughput for each store in your group in ranked order:

Search for a store


Item Throughput <span style="float: right;">Q Search</span>				
Store	Total	Labelled at Store	Labelled at Hub	% Labelled at Hub ↓ <span style="border: 1px solid black; padding: 2px;">Sort data</span>
High Volume Store	0	0	0	0%
Low Volume Store	0	0	0	0%

← 1 - 2 of 2    Rows per page: 10 ▼

- **Search** - To search for an individual store, simply enter the store name in **Search**  , the table updates as you type.
- **Sorting Data** - Select any header to sort stores by the chosen header, for example, select **% Labelled at Hub** to sort pharmacies by the percentage of items labelled at the Hub. You can sort ascending or descending as required.

## Filter Hub Fulfilment by Date

You can easily filter the data that displays on the **Hub Fulfilment** screen, simply enter the time frame required in **From** and **To**. To reset the dates to the default current month, select **RESET DATES**

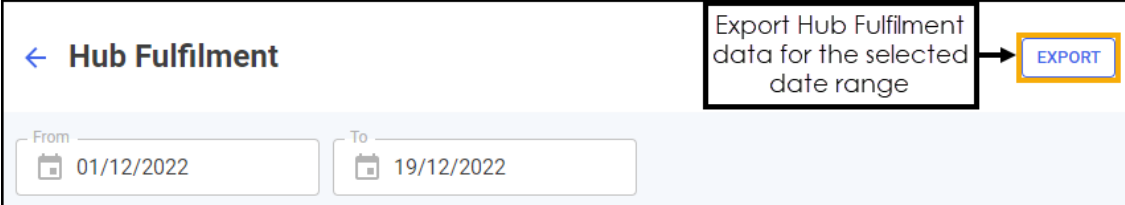


The screenshot shows the 'Hub Fulfilment' interface. At the top left is a back arrow and the text 'Hub Fulfilment'. Below this are two date input fields: '- From' with a calendar icon and the date '01/11/2022', and 'To' with a calendar icon and the date '30/11/2022'. To the right of these fields is a blue button labeled 'RESET DATES'. A text box with an arrow pointing to the date fields contains the text 'Filter the date range of the Hub Fulfilment data'. Another text box with an arrow pointing to the 'RESET DATES' button contains the text 'Reset dates to the default current month'.

## Exporting Data

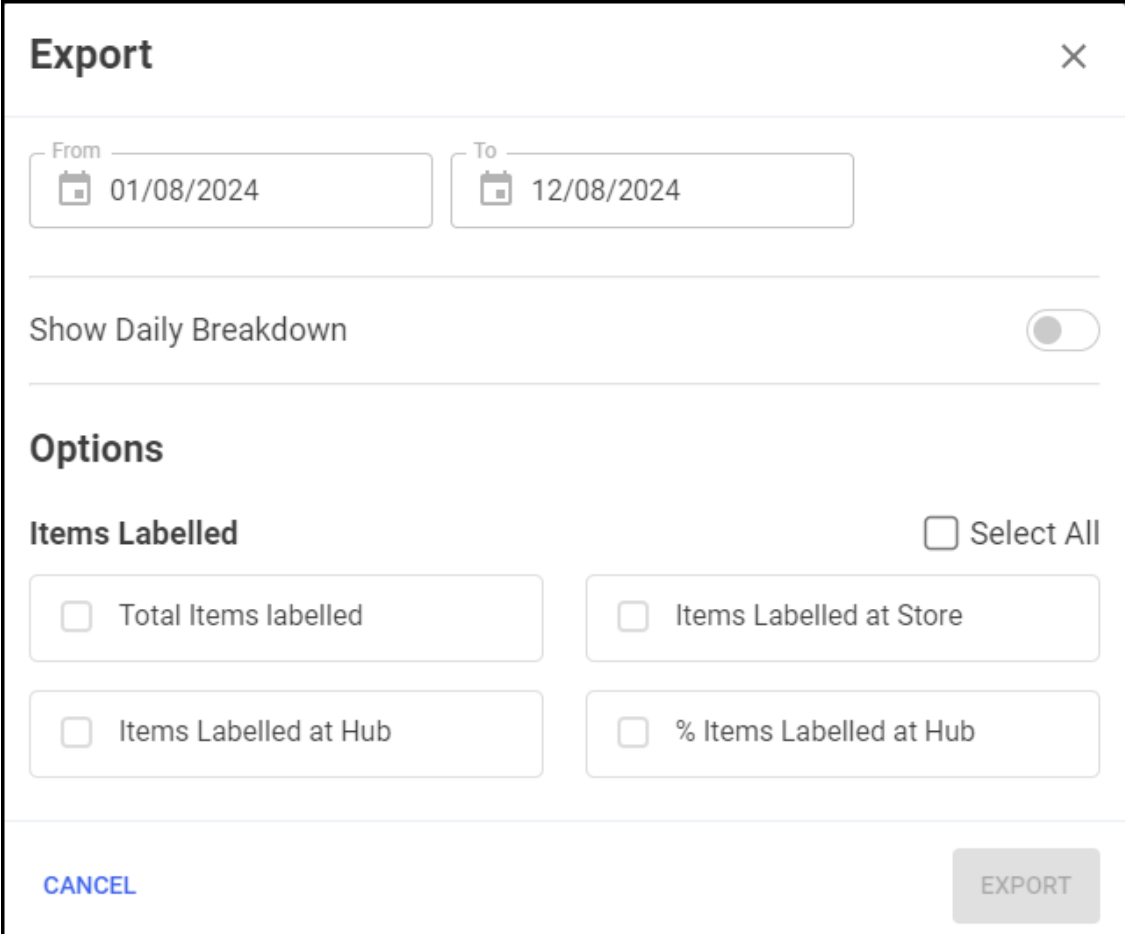
To export **Hub Fulfilment** data for your group over the selected date range to a CSV (spreadsheet) file:

1. From the **Hub Fulfilment** screen select **EXPORT** :



The screenshot shows the 'Hub Fulfilment' screen. At the top left is a back arrow and the title 'Hub Fulfilment'. Below the title are two date pickers: 'From' with the date '01/12/2022' and 'To' with the date '19/12/2022'. In the top right corner, there is a text box that says 'Export Hub Fulfilment data for the selected date range' with an arrow pointing to a blue 'EXPORT' button.

2. The **Export** screen displays:



The screenshot shows the 'Export' modal screen. At the top left is the title 'Export' and a close 'X' button. Below the title are two date pickers: 'From' with the date '01/08/2024' and 'To' with the date '12/08/2024'. Below the date pickers is a toggle switch for 'Show Daily Breakdown', which is currently turned off. Underneath is a section titled 'Options'. In this section, there is a 'Select All' checkbox. Below it are four checkboxes in a 2x2 grid: 'Total Items labelled', 'Items Labelled at Store', 'Items Labelled at Hub', and '% Items Labelled at Hub'. At the bottom left is a blue 'CANCEL' button, and at the bottom right is a grey 'EXPORT' button.

Complete as follows:

- **From** - Select to open a calendar and select the **From** date.
- **To** - Select to open a calendar and select the **To** date.
- **Show Daily Breakdown** - Switch on to display a daily breakdown for each store or off to display a total across the selected date range.

### Show Daily Breakdown - On

	A	B	C	D	E	F
1	store	Date	Total Items labelled	Items Labelled at Store	Items Labelled at Hub	% Items Labelled at Hub
2	Test Store A	01/04/2024	3	2	1	33
3	Test Store A	02/04/2024	3	2	1	33
4	Test Store A	03/04/2024	3	3	0	0
5	Test Store A	04/04/2024	6	6	0	0
6	Test Store A	05/04/2024	2	2	0	0
7	Test Store A	06/04/2024	3	3	0	0
8	Test Store A	07/04/2024	2	2	0	0
9	Test Store A	08/04/2024	3	3	0	0
10	Test Store B	01/04/2024	4	2	2	50
11	Test Store B	02/04/2024	4	2	2	50
12	Test Store B	03/04/2024	2	1	1	50
13	Test Store B	04/04/2024	3	2	1	33
14	Test Store B	05/04/2024	2	1	1	50
15	Test Store B	06/04/2024	2	1	1	50
16	Test Store B	07/04/2024	4	2	2	50
17	Test Store B	08/04/2024	4	2	2	50
18	Test Store C	01/04/2024	3	0	3	100
19	Test Store C	02/04/2024	3	0	3	100
20	Test Store C	03/04/2024	3	0	3	100
21	Test Store C	04/04/2024	3	0	3	100
22	Test Store C	05/04/2024	3	0	3	100
23	Test Store C	06/04/2024	3	0	3	100
24	Test Store C	07/04/2024	3	0	3	100
25	Test Store C	08/04/2024	3	0	3	100
26						

### Show Daily Breakdown - Off

	A	B	C	D	E
1	store	Total Items labelled	Items Labelled at Store	Items Labelled at Hub	% Items Labelled at Hub
2	Test Store A	25	23	2	8
3	Test Store B	25	13	12	48
4	Test Store C	25	0	25	100
5					

- **Items Labelled:**
  - **Total Items Labelled** - Displays the total items labelled for the date range selected.
  - **Items Labelled at Hub** - Displays the number of items labelled at the Hub for the date range selected.



- **Items Labelled at Store** - Displays the number of items labelled at the store for the date range selected.
- **% Items Labelled at Hub** - Displays the percentage of items labelled at the Hub.



**Training Tip** - Tick **Select All** to export all **Items Labelled** data.

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3. Select **Export** , the CSV file saves to your local **Downloads** folder.



**Training Tip** - To view the **Downloads** folder, open **Windows File Explorer**, and then locate and select **Downloads**. A list of your recently downloaded files displays.

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## Services Store Performance

The **Services Store Performance** screen provides a summary of the number of completed services and the income due for the selected date range:

← Services Store Performance
EXPORT

From  
01/07/2024

To  
31/07/2024

RESET DATES

**HEADLINE**

Your stores completed **106 services worth £1,922** in the selected date range

Services Store Performance

All
Totals
Pharmacy First
NHS Flu
NMS
Hypertension
Contraception

	Totals							
Store	Completed	Income ↓	Urgent Supply	Minor Illness	Clinical Pathways Total	CP - Acute Otitis Media	CP - Sore Throat	CP -
Test Store	52	£1,087.74	1	7	10	1	1	1
Test Store	37	£555	11	6	20	1	2	5
Test Store	12	£180	0	0	12	1	2	1

## Services Store Performance Table

The **Services Store Performance** table displays the number of completed services and income due for each store in your group for the selected dates:

Services Store Performance

All
Totals
Pharmacy First
NHS Flu
NMS
Hypertension
Contraception

	Totals							
Store	Completed	Income ↓	Urgent Supply	Minor Illness	Clinical Pathways Total	CP - Acute Otitis Media	CP - Sore Throat	CP
Test Store	52	£1,087.74	1	7	10	1	1	1
Test Store	37	£555	11	6	20	1	2	5
Test Store	12	£180	0	0	12	1	2	1
Test Store	5	£99.58	1	0	1	0	0	0
Test Store	0	£0	0	0	0	0	0	0



**Training Tip** - Use the scroll bar at the bottom of the table to view more services data.

- **Store** - The store name.
- **Totals:**
  - **Completed** - Displays the total number of services completed for the store.
  - **Income** - Displays the total income due for the store.
- **Pharmacy First:**
  - **Urgent Supply** - Displays the total number of completed **Pharmacy First Urgent Medicines Supply** referrals for the store.
  - **Minor Illness** - Displays the total number of completed **Pharmacy First Minor Illness** referrals for the store.
  - **Clinical Pathways Total** - Displays the total number of completed **Pharmacy First Clinical Pathways** referrals for the store.
  - **CP - Acute Otitis Media** - Displays the total number of completed **Pharmacy First Acute Otitis Media Clinical Pathway** referrals for the store.
  - **CP - Sore Throat** - Displays the total number of completed **Pharmacy First Sore Throat Clinical Pathway** referrals for the store.
  - **CP - Impetigo** - Displays the total number of completed **Pharmacy First Impetigo Clinical Pathway** referrals for the store.
  - **CP - Infected Insect Bites** - Displays the total number of completed **Pharmacy First Infected Insect Bites Clinical Pathway** referrals for the store.
  - **CP - Shingles** - Displays the total number of completed **Pharmacy First Shingles Clinical Pathway** referrals for the store.
  - **CP - Sinusitis** - Displays the total number of completed **Pharmacy First Sinusitis Clinical Pathway** referrals for the store.
  - **CP - UTI** - Displays the total number of completed **Pharmacy First UTI Clinical Pathway** referrals for the store.


- **Pharmacy First Total** - Displays the total number of completed **Pharmacy First** referrals for the store.
- **Pharmacy First Income** - Displays the total income due for completed **Pharmacy First** referrals for the store.
- **NHS Flu:**
  - **NHS Flu** - Displays the total number of completed NHS influenza vaccinations for the store.
  - **NHS Flu Income** - Displays the total income due for completed NHS influenza vaccinations for the store.
  - **Private Flu** - Displays the total number of completed private influenza vaccinations for the store.
- **NMS:**
  - **NMS Engaged** - Displays the total number of New Medicine Service (NMS) engagements for the store in the date range.
  - **NMS Completed** - Displays the total number of completed New Medicine Service (NMS) consultations for the store in the date range.
  - **NMS Income** - Displays the total income due for completed NMS consultations for the store.
- **Hypertension:**
  - **Completed BP Checks** - Displays the total number of completed blood pressure checks for the store.
  - **Income BP** - Displays the total income due for completed blood pressure checks for the store.
  - **Completed ABPM Checks** - Displays the total number of completed ambulatory blood pressure monitor checks for the store.
  - **Income ABPM** - Displays the total income due for completed

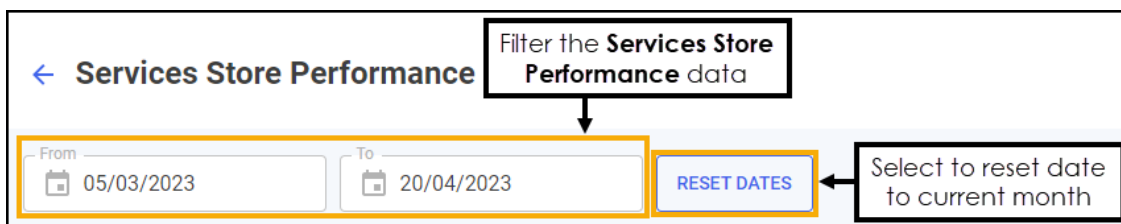
ambulatory blood pressure monitor checks for the store.

- **Total Income** - Displays the total income due across the Hypertension Case-Finding Service for the store.
- **Contraception:**
  - **Completed** - Displays the total number of completed Contraception services for the store.
  - **Income** - Displays the total income due for completed Contraception services for the store.

## Filter the Data

To filter the data that displays on the **Services Store Performance** screen:

- **Date range** - Enter the time frame required in **From** and **To**. To reset the dates to the current month, select **RESET DATES** :



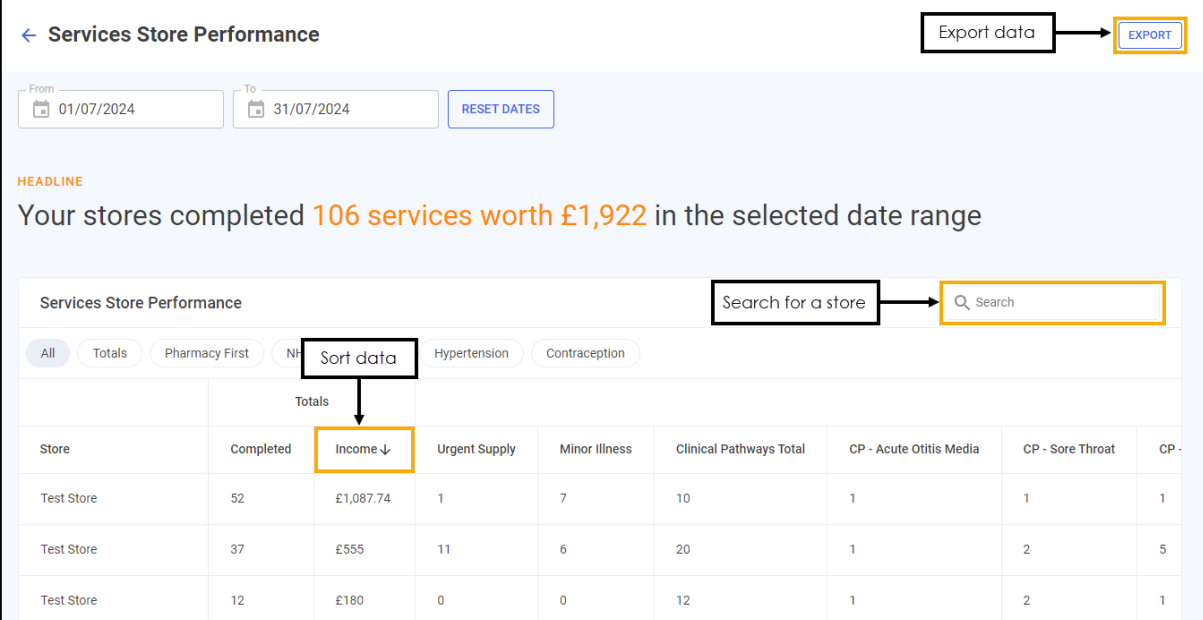
- **Category** - Select from **All, Totals, Pharmacy First, NHS Flu, NMS, Hypertension** or **Contraception**:



Services Store Performance								
Totals								
Store	Completed	Income ↓	Urgent Supply	Minor Illness	Clinical Pathways Total	CP - Acute Otitis Media	CP - Sore Throat	CP
Test Store	52	£1,087.74	1	7	10	1	1	1

## Searching, Sorting and Exporting Data

Optionally, you can refine the results by store name, sort the data or export a spreadsheet:



The screenshot shows the 'Services Store Performance' dashboard. At the top right, there is an 'Export data' button with an arrow pointing to an 'EXPORT' button. Below this, there are date filters for 'From' (01/07/2024) and 'To' (31/07/2024), along with a 'RESET DATES' button. A headline states: 'Your stores completed 106 services worth £1,922 in the selected date range'. Below the headline, there is a search bar labeled 'Search for a store' with a 'Search' button. Underneath the search bar, there are filter buttons for 'All', 'Totals', 'Pharmacy First', 'NF', 'Sort data', 'Hypertension', and 'Contraception'. The 'Sort data' button is highlighted with a box and an arrow pointing to the 'Income' column header in the table below. The table has columns: Store, Completed, Income, Urgent Supply, Minor Illness, Clinical Pathways Total, CP - Acute Otitis Media, CP - Sore Throat, and CP - . The 'Income' column header is highlighted with a box and an arrow pointing to the 'Income' cell in the first row of data. The table contains three rows of data for 'Test Store'.

Store	Completed	Income	Urgent Supply	Minor Illness	Clinical Pathways Total	CP - Acute Otitis Media	CP - Sore Throat	CP -
Test Store	52	£1,087.74	1	7	10	1	1	1
Test Store	37	£555	11	6	20	1	2	5
Test Store	12	£180	0	0	12	1	2	1

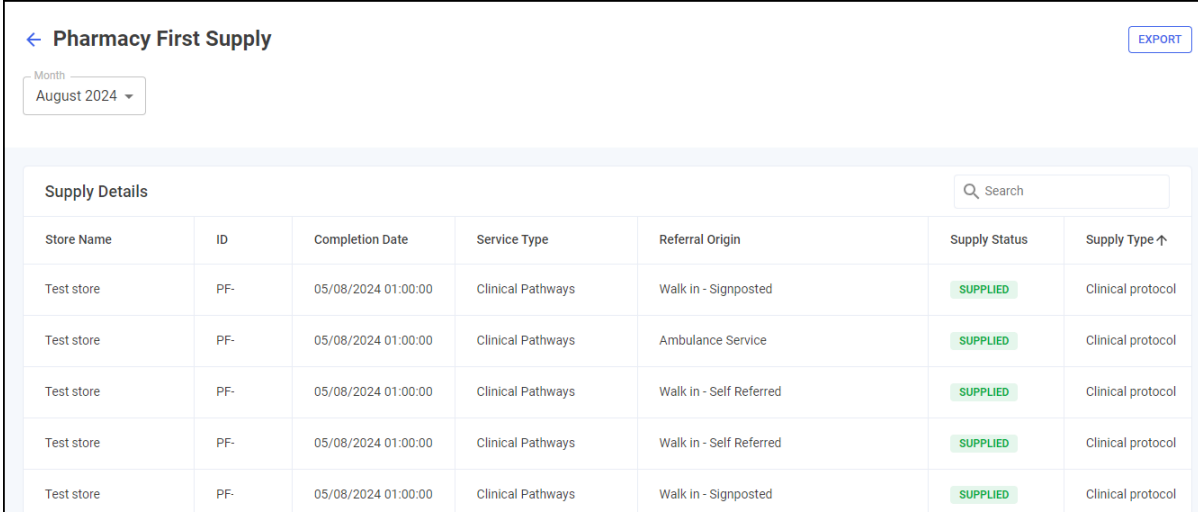
- Search** - To search for an individual store, simply enter the store name in **Search** , the table updates as you type.
- Sorting Data** - Select any header to sort your pharmacies by the chosen column, for example, select **Income** under **Totals** to sort pharmacies by the total income. You can sort ascending or descending as required.
- Exporting Data** - To export the **Service Store Performance** data to a CSV (spreadsheet) file, select **EXPORT**  and a CSV file is created in your local **Downloads** folder.



**Training Tip** - To view the **Downloads** folder, open **Windows File Explorer**, locate and open **Downloads**. A list of your recently downloaded files display.

## Pharmacy First Supply

**Pharmacy First Supply** displays a group level view of all medication supplied, not supplied or forwarded as part of **Pharmacy First** consultations across your stores:



← Pharmacy First Supply EXPORT

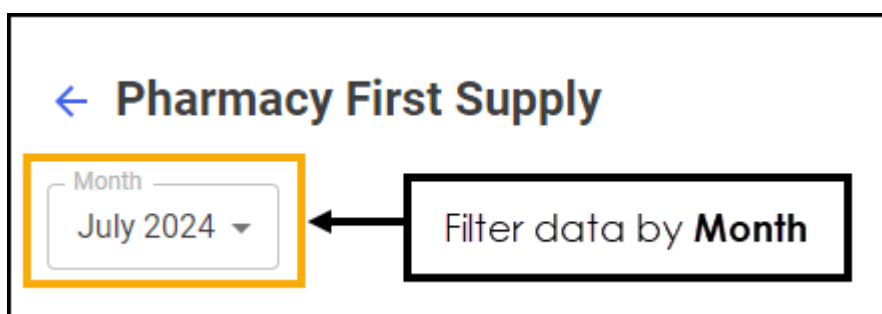
Month: August 2024 ▾

Supply Details							Q Search
Store Name	ID	Completion Date	Service Type	Referral Origin	Supply Status	Supply Type ↑	
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Signposted	SUPPLIED	Clinical protocol	
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Ambulance Service	SUPPLIED	Clinical protocol	
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Self Referred	SUPPLIED	Clinical protocol	
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Self Referred	SUPPLIED	Clinical protocol	
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Signposted	SUPPLIED	Clinical protocol	

To access the **Pharmacy First Supply** screen, either:

- Select **Pharmacy First Supply** from the **Side Navigation Bar**, or
- Select **SUPPLY DETAILS** SUPPLY DETAILS when viewing a stores' completed consultations, see [Pharmacy First Performance - Store Summary](#).

To view data for a particular month, simply select a month from the drop-down list:



## Pharmacy First Supply Table

The **Supply Details** table displays the following:

Supply Details						Q Search
Store Name	ID	Completion Date	Service Type	Referral Origin	Supply Status	Supply Type ↑
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Signposted	SUPPLIED	Clinical protocol
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Ambulance Service	SUPPLIED	Clinical protocol
Test store	PF-	05/08/2024 01:00:00	Clinical Pathways	Walk in - Self Referred	SUPPLIED	Clinical protocol

- **Store Name** - Displays the store name.
- **ID** - Displays the referral ID. This is linked to the referral in **Pharmacy Services**.
- **Completion Date** - Displays the date and time the referral was completed or closed.
- **Service Type** - Displays the referral service, **Clinical Pathways**, **Minor Illness** or **Urgent Supply**.
- **Referral Origin** - Displays the origin of the referral, for example, NHS 111 or Walk in Centre.
- **Supply Status** - Displays whether the medication was **SUPPLIED**, **NOT SUPPLIED** (Urgent Supply only) or **FORWARDED** (Urgent Supply only).
- **Supply Type** (Minor Illness and Clinical Pathways only) - Displays the type of supply where available:
  - **OTC** - Over the counter medication
  - **MAS** (Minor Illness only) - Minor Ailments Service
  - **PGD** - Patient Group Direction
  - **Clinical Protocol** (Clinical Pathways only) - Clinical protocol
- **Pharmacist** - The name of the pharmacist who carried out the referral.
- **Condition Treated** - The patient's condition where available. For clinical pathways this is the gateway criteria taken from **Pharmacy Services**.



- **Item No** - Displays  $n/x$  where  $n$  is the item number and  $x$  is the total number of items, for example 1/3 details the first item supplied out of three.
- **Medication** - The name of the medication item supplied, forwarded or not supplied.
- **Quantity** - The quantity of medication supplied, forwarded or not supplied.
- **Days Supplied** - The number of days supplied, forwarded or not supplied.

## Exporting Pharmacy First Supply Data

To export supply data to a CSV (spreadsheet) file:

1. From the **Pharmacy First Supply** screen, select a month to export data:



2. Select **EXPORT**  to export the CSV (spreadsheet) file to your local **Downloads** folder.



**Training Tip** - To view the **Downloads** folder, open **Windows File Explorer**, locate and open **Downloads**. A list of your recently downloaded files display.