

Permitted Pharmacy Charges Rules – May 2019

(refer clause D.7, Integrated Community Pharmacy Services Agreement)

The Permitted Pharmacy Charges Rules (**Rules**) describe the circumstances in which a Provider may charge a Service User an amount in connection with the provision of Services under the *Integrated Community Pharmacy Services Agreement (ICPSA)*. The Rules must be considered alongside any Schedule 3C.1 Agreements, the Pharmaceutical Schedule, and any other DHB arrangements at a local DHB level.

Subject to clause D.5 (Co-payments) and clause D.6 (Product Premiums) of the ICPSA, a Provider may not charge a Service User any amount in connection with the provision of Services except in accordance with these Rules.

Each Provider is responsible for knowing what funded Services are provided through the ICPSA or any other agreements (for example some DHBs pay for sharps disposal). Any DHBs with regional rules on pharmacy charges will make these known. Any charge made to a Service User in accordance with the Rules will not be in breach of clause D.7(1) and (2) of the ICPSA.

DHBs will review the Rules at least annually and may, if required following that review, amend the Rules after engaging with provider representatives in accordance with clause D.7(6)(a) of the ICPSA.

List of Charges Applicable to all Providers Under the ICPSA

1. The Provider may charge an additional amount, at its discretion, for other services that it provides to Service Users in addition to the Services that the DHB funds for that Service User under the ICPSA, including where the Provider fulfils a request by a Service User or a Prescriber which is in excess of the requirements of the Pharmaceutical Schedule or the ICPSA (other than a request relating to an antibiotic, anti-depressant, or anti-psychotic, or a Class B Controlled Drug or any Pharmaceuticals in the antituberculosics and antileptotics group in the Pharmaceutical Schedule).
2. The Provider may charge an amount, at its discretion, for the provision of Pharmaceuticals in excess of the maximum quantity specified for the relevant Pharmaceutical in the Pharmaceutical Schedule, for example, Clarithromycin Tab 250mg where the prescription is in excess of the 28 tablets per prescription Schedule maximum and there is no Special Authority.
3. The Provider may charge an amount, at its discretion, for delivery of the Pharmaceutical if, for example, it is delivered to a Service User's place of residence or business.
4. The Provider may charge an amount, at its discretion, for the cost of any unusual packaging (for example, compliance packaging).
5. The Provider may charge an amount, at its discretion, if the Pharmaceutical prescribed is collected by the Service User from its Pharmacy outside ordinary business hours unless the Provider has contracted with the DHB to provide after-hours services as part of the "zero fees for under 14s" scheme. For the purposes of this clause "ordinary business hours" means 8:00am to 6:00pm on Monday to Friday (excluding public holidays in the DHB's Geographical Area) (clause 11.3 of Schedule 1 of the ICPSA).

6. The Provider may charge an amount, at its discretion, if a Prescription Form does not include all the information it should include that the Provider is required to forward to the DHB in order to obtain payment for the Services, and the Provider has to obtain this missing information from a person, or organisation other than the Service User.
7. The Provider may charge an amount, at its discretion, where it has supplied an Item to a Service User without a Prescription Form in accordance with regulation 44(m) of the Medicines Regulations 1984 (emergency supply of the medicine).
8. The Provider may charge an amount, at its discretion, if the Pharmaceutical is provided pursuant to a Prescription Form received via fax or telephone.
9. The Provider may charge an amount for the provision of the service of halving tablets.

Version Control

Version	Effective Date	Section	Topic	Action
CPS009. May 2017	May 2017			First version
ICPSA April 2019	Apr 2019		Introduction	Rewritten
	April 2019	Number 2	Provision of pharmaceuticals in excess of Schedule quantity	Replaced the example
	April 2019	Number 5	Ordinary business hours	Rewritten to align with the ICPSA; change to zero fees for under 14
	April 2019	Number 10	Charging for services not funded	Deleted, incorporated that DHBs will make known any regional rules (if any) in the Introduction
	April 2019	Number 11,12,	Informing Service Users	Deleted, now ICPSA D.7(4) and (5)
	April 2019	DHB Regional Permitted Changes		Deleted, incorporated that DHBs will make known any regional rules (if any) in the Introduction
ICPSA May 2019	May 2019			Added version control