

Non-Medical Prescribing: Frequently asked Questions

1. On the Non-Medical Prescribing course application paperwork, it asks for sign off by the 'NMP Lead'. Does this refer to the organisational NMP Lead or ICB NMP Lead?

For General Practice (GP), GP Federation, Alliance and Primary Care Networks in Lancashire and South Cumbria: All North West Universities NMP Collaboration Application Form for Non-Medical Prescribing will require sign off/authorisation by the ICB NMP Lead.

2. How long is the Non-Medical Prescribing course and is it remote?

The duration of most Non-Medical Prescribing courses in the North West is 38 days. The course is normally delivered over a period of 3-6 months.

Applicants will require authorisation from their line manager/employer to be released from their practice for completion of the course (26 theory days and 90 hours (12 days' equivalent) period of learning, supervision and assessment in clinical practice).

Most courses now have a mix of remote and face-to-face learning.

Prior to applying to the course applicants should:

- Seek further advice/information from their university of choice.
- Review the information available on the Health and Education Co-operative webpage: <https://www.hecooperative.co.uk/nmp-area/nmp-courses-uk/>.
- Link in with their locality training hub lead for additional support:
 - **Morecambe Bay:** thomas.coulton@nhs.net
 - **Fylde Coast:** laurajane.lloyd@nhs.net
 - **Greater Preston, Chorley & South Ribble:** hanna.mogra@nhs.net
 - **Pennine Lancashire:** monique.marcolini@nhs.net
 - **West Lancashire:** marijke.fenney@nhs.net

3. Who can be a prescribing supervisor/assessor?

Each professional body has their own specific requirements:

- Nursing and Midwifery Council (NMC): [Standards for student supervision and assessment - The Nursing and Midwifery Council \(nmc.org.uk\)](https://www.nmc.org.uk/standards-for-student-supervision-and-assessment).
- General Pharmaceutical Council (GPhC): [Pharmacist independent prescriber | General Pharmaceutical Council \(pharmacyregulation.org\)](https://www.gphc.org.uk/pharmacist-independent-prescriber) – see standards for the education and training of pharmacist independent prescribers.
- Health and Care Professions Council (HCPC): [Standards for prescribing | \(hcpc-uk.org\)](https://www.hcpc-uk.org/standards-for-prescribing).

Furthermore, who can be nominated as a supervisor/assessor will vary from university to university, and applicants must check with the university they are applying to.

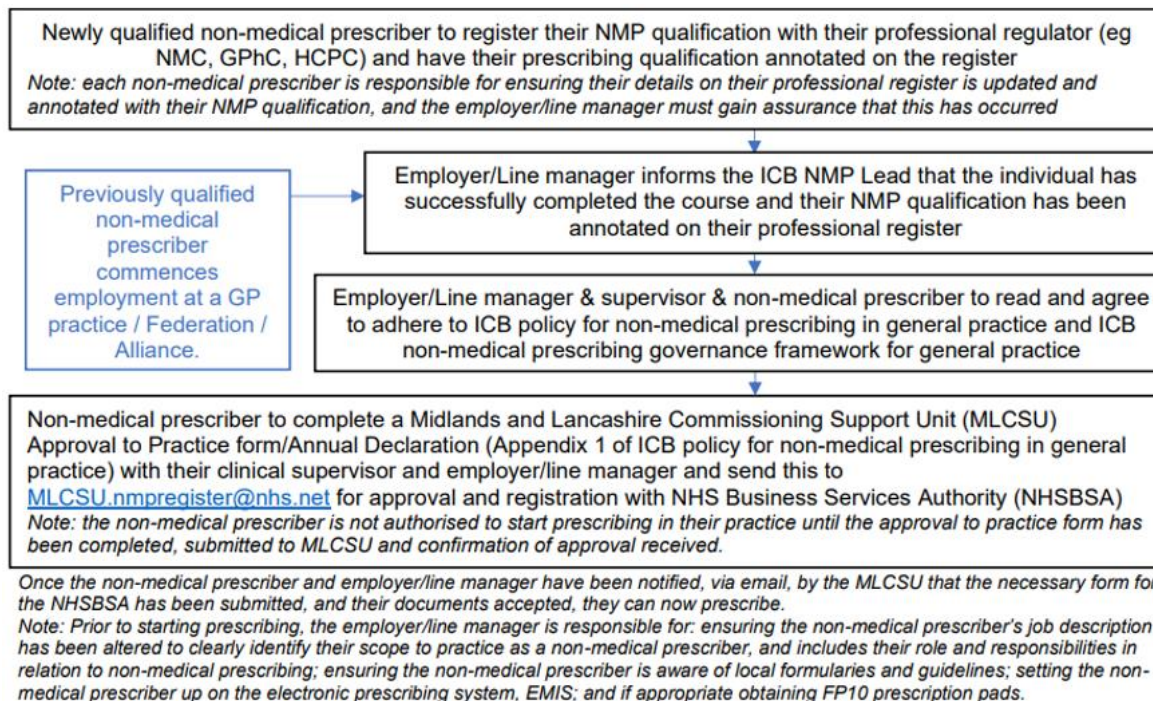
Please note, terminology differs depending on profession and the term Designated Prescribing Practitioner (DPP) is now used to describe the designated practitioner responsible for the non-medical prescribing trainee's period of learning in practice. It acts as an umbrella term to bring a number of different profession-specific titles together. The titles, used by professional regulators, that are covered by the term DPP (when applied in the context of prescribing training) are:

- *Designated Medical Practitioner (DMP)*
- *Designated Prescribing Practitioner (DPP) (for GPhC/PSNI-registered applicants).*
- *Named Practice Supervisor (for NMC-registered applicants).*
- *Practice Assessor (for NMC-registered applicants).*
- *Practice Educator (for HCPC-registered applicants).*

Appropriately experienced Non-Medical Prescribers can now undertake a free [Designated Prescribing Practitioner course](#). This will provide the necessary skills and competence to carry out the role effectively.

Section 3a and 3c of the North West Universities NMP Collaboration Application Form for Non-Medical Prescribing also includes a checklist that individuals can use to confirm they meet the requirements needed to act as a prescribing supervisor/assessor.

4. How can a qualified Non-Medical Prescriber working in/employed by a GP practice/GP Federation/Alliance/Primary Care Network register their prescribing with the Integrated Care Board (ICB) in Lancashire and South Cumbria?



ICB NMP Lead email address: scicb-el.nonmedicalprescribingenquiries@nhs.net.

5. How often does a Non-Medical Prescriber need to complete the ICBs annual declaration form?

The annual declaration form must be completed:

- Annually, as part of a Non-Medical Prescribers annual review/appraisal.
- When a Non-Medical Prescriber's scope of practice changes.
- When a Non-Medical Prescriber moves to a different GP practice.
- When a Non-Medical Prescriber's details change, including:
 - Professional Code, for example, NMC PIN / Regulatory Body Code
 - Surname
 - Title, for example, Mrs / Ms
 - Qualification (nurse prescribers only).

It is also good practice to complete an annual declaration form when a change in line management and/or clinical supervisor occurs, this is to ensure the ICB holds the correct information and any prescribing data reports can be circulated to the correct personnel.

Completion of the annual declaration is linked to continuance of prescribing.

Completed annual declaration forms should be emailed to: MLCSU.nmpregister@nhs.net.

6. What does a Non-Medical Prescriber need to do if their line manager / employer / supervisor changes?

Any changes to line management, employment and clinical supervision must be communicated to the ICB by sending the up-to-date information to the following email address:

MLCSU.nmpregister@nhs.net.

It is also good practice to complete an annual declaration form when a change in line management and/or clinical supervisor occurs. The completed annual declaration form should be emailed to:

MLCSU.nmpregister@nhs.net.

7. What to do if a Non-Medical Prescriber leaves a GP Practice / GP Federation / Alliance / Primary Care Network in Lancashire and South Cumbria?

The employer/line manager must email the Midlands and Lancashire Commissioning Support Unit (MLCSU) (MLCSU.nmpregister@nhs.net) with the details of the non-medical prescriber that is leaving the organisation.

The following information must be included in the email:

- Non-Medical Prescriber details: title, first name and surname, professional registration/PIN number, profession, for example, nurse, pharmacist etc.
- For nurse prescribers – if the nurse is an independent prescriber or a community practitioner nurse prescriber.
- The date the Non-Medical Prescriber left the practice.
- The practice cost centre code.

8. How long does it take for the ICB to approve an application form?

It can take up to three months for the ICB to process applications and Higher Educational Institute (HEI) cohorts fill up fast, therefore, it is best to apply early to avoid disappointment.

Applications will automatically be rejected if:

- The wrong version of the application form is used.
- The application form is not completed in full (this includes ensuring all signatures are handwritten (not typed or printed)).
- The Disclosure and Barring Service (DBS) does not meet the requirements.

9. Which application form version should I be using?

All NW Higher Educational Institutes (HEI) use the north west collaborative application form and applicants must use the version stipulated by their HEI of choice - either October 2021 or March 2023 version of the independent/supplementary prescribing (V300) application form. If unsure about which version to use, applicants should contact their locality training hub lead prior to completing the form:

- Morecambe Bay: thomas.coulton@nhs.net
- Fylde Coast: laurajane.lloyd@nhs.net
- Central Lancashire: hanna.mogra@nhs.net
- Pennine Lancashire: monique.marcolini@nhs.net
- West Lancashire: marijke.fenney@nhs.net

All HEIs are using the March 2023 version of the community practitioner nurse prescriber (V150) application form.

10. What if I fail my first attempt at the Non-Medical Prescribing Course?

Applicants who fail to successfully complete the Non-Medical Prescribing course should undertake additional development and learning e.g. supervised practice, case-based discussions etc., with their clinical supervisor and through the support of their practice, to ensure they build on their confidence and competencies prior to applying to re-attempt the course again.

As a result, applicants who would like to re-attempt the course must ensure a timeframe of at least six months has passed prior to submitting another application to the ICB.

Applications submitted earlier will not be accepted.

Please note: *General Practice applicants & applicants working within an NHS commissioned service in Lancashire and South Cumbria will only be funded by the Lancashire and South Cumbria Primary Care Training Hub once. Additional funding to repeat the course is not available, irrespective of the source of the initial funding (i.e. if it was funded by the Pharmacy Integration Programme, or by a Trust) unless the course was self-funded. Please see the Lancashire and South Cumbria's position statement: NHS Funding for Non-Medical Prescribing Courses.*