



## Summary Care Record Go-Live Process for Pharmacies in Cheshire, Wirral & Warrington

- At least one person per pharmacy must attend a Summary Care Record (SCR) awareness session.
- Every Pharmacist and Technician wishing to access SCR must complete the CPPE online training and keep a copy of the electronic certificate (PDF format):  
[www.cppe.ac.uk/programmes/l/Summary-E-01](http://www.cppe.ac.uk/programmes/l/Summary-E-01)
- Each Pharmacy site must complete the online Acceptable User Agreement (AUA). This only needs completing once per pharmacy site  
<https://www.surveymonkey.com/r/scruseragreement>
- Each pharmacy must email the following address to request SCR access for that site (please include ODS code). Please state that CPPE training and the AUA have been completed.  
[MLCSU.SCR@nhs.net](mailto:MLCSU.SCR@nhs.net)
- MLCSU will send the site contact an RA form to complete. Please complete on a site basis rather than an individual basis. Please list **ALL** the members of staff at your pharmacy who require access to SCR and also the Privacy Officer(s). If you're a Well or ASDA pharmacy you don't need to include details of the Privacy Officer; this function is being carried out by nominated people at head office.
- Return the completed RA form to [MLCSU.SCR@nhs.net](mailto:MLCSU.SCR@nhs.net) and attach the CPPE certificates for **ALL** the Pharmacists and Technicians listed on the form.
- MLCSU will add the SCR roles to your smartcards and notify the site contact when complete. This will include instructions on how to access a test patient via SCR, at which point the pharmacy is considered 'live'. This will automatically trigger the £200 payment process.