

June 2015

South (South West)

Peninsula House
Kingsmill Road
Tamar View Industrial Estate
Saltash
PL12 6LE

To all Pharmacies in Devon, Cornwall
& the Isles of Scilly, Bristol, North Somerset,
Somerset and South Gloucestershire

Dear Colleague

PHARMACY OPENING HOURS OVER THE CHRISTMAS AND NEW YEAR PERIOD 2015/16 (INCLUDING SATURDAY 26 DECEMBER)

In 2015/16 the Christmas and New Year period is as follows:

Thursday	24 December	Christmas Eve	Normal weekday
Friday	25 December	Christmas Day	Public holiday
Saturday	26 December	Boxing Day	Normal Saturday (not a bank holiday)
Sunday	27 December		Normal Sunday
Monday	28 December	Bank holiday	Substitute bank holiday
Tuesday	29 December		Normal weekday
Wednesday	30 December		Normal weekday
Thursday	31 December	New Years' Eve	Normal weekday
Friday	1 January	New Years' Day	Bank holiday
Saturday	2 January		Normal Saturday

Pharmacies are entitled to be closed (subject to any specific direction to open issued by NHS England) on the three public/bank holidays on Friday 25 December, Monday 28 December and Friday 1 January. You have previously been asked to provide confirmation of whether you will be open or closed on those days.

The other days listed above are all normal days and so pharmacies are expected to open for their usual contractually agreed opening hours on those days. In particular, because Boxing Day, 26 December, falls on a Saturday it is not designated as a bank holiday and so normal Saturday opening hours apply. Monday 28 December has been designated as a bank holiday instead. (Please refer to the government website at www.gov.uk/bank-holidays for confirmation of days declared as bank holidays this year.)

Please be aware that, if you wish to make any changes to your opening hours on any day over the Christmas & New Year period other than 25 or 28 December or 1 January, you need to send the relevant form to the NHS England Pharmacy Team at least 90 days in advance. This includes changes to opening hours on Saturday 26 December.

For changes to core opening hours, please use the core hours application form attached. Please ensure that you provide information on the expected changes to the needs of people in the area for pharmaceutical services, in order to support the application.

Applications to change core hours will be assessed by NHS England and may or may not be approved. Where they are approved, NHS England may in some cases require the pharmacy to open for the same required number of core contractual hours during that week: therefore applying to close on one day or to close early may necessitate an increase in core hours on another day that week. If NHS England declines an application to change core hours, you will have a right of appeal against the decision.

For changes to supplementary opening hours, please use the supplementary hours notification form attached, which must be sent to us at least 3 months in advance.

Opening hours application/notification forms relating to the Christmas & New Year period should be sent to the Saltash office address above (fax and email details are on the forms).

(Application/notification forms relating to any other changes to opening hours should continue to be sent to:

- Bristol, North Somerset, Somerset & South Gloucestershire – Wynford House, Lufton Way, Yeovil BA22 8HR)
- Devon, Cornwall & the Isles of Scilly – Saltash as above)

There is further information about changing opening hours available on the PSNC website at: www.psn.org.uk/contract-it/pharmacy-regulation/opening-hours/. Your LPC will also be able to advise you.

If you have any queries on the content of this letter, please contact: Sally Dutton on 0113 824 8797 or e-mail sally.dutton@nhs.net

Thank you for your assistance with this matter.

Yours faithfully



David Ward
Asst Contract Manager

Copies to:

- CCGs
- LPCs
- Area Managers and Rota Co-ordinators