

Checklist to support pharmacies going live with EPS

In line with the Standard Deployment Model



Steps to consider		Done
1	Use Release 1 – scan prescriptions to cleanse patient data.	<input type="checkbox"/>
2	Obtain Release 2 Smartcards for all staff dealing with prescriptions (dispensing technicians, pharmacists etc).	<input type="checkbox"/>
3	Order EPS system (and sign contract where applicable) with supplier and agree a go live date (lead time varies between 4-8 weeks).	<input type="checkbox"/>
4	Check deployment map for activity in your area.	<input type="checkbox"/>
6	Ensure that your pharmacy details are up to date on the NHS Choices website .	<input type="checkbox"/>
7	Order dispensing tokens.	<input type="checkbox"/>
8	Check with your supplier the requirements for EPS Release 2 hardware.	<input type="checkbox"/>
9	Agree how you will handle nominations.	<input type="checkbox"/>
10	Consider your approach to patient communications.	<input type="checkbox"/>
11	Collect patient nominations on paper in advance.	<input type="checkbox"/>
12	Consider your training approach and book this with system supplier consider two stage training approach (nomination training followed by more detailed dispensing training/refresher training/locum training).	<input type="checkbox"/>
13	Attend business process change session at GP practice. Consider current processes, and how these will change in Release 2.	<input type="checkbox"/>
14	Know who to contact in the event of a problem. Ensure you have considered the IT Troubleshooting Guidance .	<input type="checkbox"/>

Dispensing staff

(Get the most)

www.hscic.gov.uk/epspharm

Get started

(Why use EPS, preparation and start using)

<http://systems.hscic.gov.uk/eps/dispensing/getstarted>

Help

(Factsheets, FAQs, service status, raising issues)

<http://systems.hscic.gov.uk/eps/dispensing/help>

Standard Deployment Model

<http://systems.hscic.gov.uk/eps/library/depmodel.pdf>