

Name of pharmacy  
Pharmacy address 1  
Pharmacy address 2  
Pharmacy postcode  
Pharmacy phone number  
Pharmacy email address

GP's name or GP practice manager's name  
Name of GP practice  
GP Practice address 1  
GP practice address 2  
GP practice postcode

17 October 2019

Dear GP's name or GP practice manager's name

**Re: Patients with diabetes – Foot and eye screening (retinopathy) checks**

I am writing to let you know about a new process in our pharmacy for checking if patients aged 12 years and over with diabetes have had their annual foot and eye screening checks.

The Pharmacy Quality Scheme in 2019/20 requires community pharmacy contractors to meet specific quality criteria; one of these focusses on annual foot and eye screening for patients with diabetes.

From 1st October 2019 until 31st January 2020, we will be asking all patients with diabetes aged 12 years and over if they have had their annual foot and eye screening checks. If they haven't or if they are unsure, we will advise them to speak to the receptionist at their GP practice to find out if they need an appointment and how this can be arranged, where appropriate; we will also discourage patients from just making an appointment with their GP to address this matter.

If you would prefer for us to advise patients to contact the National Diabetic Eye Screening Programme provider directly to arrange an eye screening check we are able to do that, if you can provide us with their contact details, or if you would prefer that patients are advised to phone the GP practice after a certain time of day and to request to speak to a specific individual, we can also do that.

If you have any questions on this process, please do not hesitate to contact [insert name of pharmacy manager] on [insert phone number]. Further information on the Pharmacy Quality Scheme can also be found at: [psnc.org.uk/quality](https://psnc.org.uk/quality).

Yours sincerely

**Pharmacy manager's name**