HLP Level 1 flow chart – process to follow to become an HLP Level 1

Read through Public Health England’s quality criteria

Work through PSNC’s Healthy Living Pharmacy (HLP) Level 1 Evidence Portfolio Workbook* with members of the pharmacy team to identify which quality criteria the pharmacy already meets and complete the sections to evidence this.

Tick the quality criteria off on the checklist (on page 6-7) of the Workbook* or on the PharmOutcomes framework* (if available to you) when the pharmacy meets the criteria.

Continue to work through the Workbook* collecting evidence to meet the quality criteria and ticking them off on the checklist or the PharmOutcomes framework* (if available to you).

When all 27 quality criteria have been met, an assessment of compliance will need to be completed (available at: psnc.org.uk/hlp).

A pharmacy professional should complete Part 1 of the assessment of compliance on the which relates to key requirements that the pharmacy must have in place before HLP Level 1 status can be granted

A pharmacy professional should complete Part 2 of the assessment of compliance which is the section of the framework that asks to state the evidence they possess in the pharmacy; which they can use to demonstrate compliance with the requirements.

A pharmacy professional should complete Part 3 which requires the pharmacy professional to declare compliance with the HLP Level 1 quality criteria.

The Assessment of compliance should be retained in the pharmacy, this does not need to be routinely submitted to NHS England and NHS Improvement. If the pharmacy was previously accredited as an HLP Level 1, they should also retain the signed and dated documentation that demonstrates that the pharmacy was previously accredited as an HLP Level 1.

*Use of the PSNC HLP Level Evidence Portfolio Workbook and PharmOutcomes is optional, contractors can choose another option to support them to meet the 27 quality criteria.