

**From Kathryn Turner**  
**Pharmacy Lead, SPPG**



**By email**

To All Community Pharmacy Contractors

**Strategic Planning and Performance Group**

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Date: 9<sup>th</sup> November 2023

Dear Colleagues,

**COMMUNITY PHARMACY ASSURANCE FRAMEWORK**

The purpose of this letter is to inform you that visits will be restarting as part of the Community Pharmacy Assurance Framework (CPAF) for the 2023/2024 year.

CPAF consists of an annual declaration completed by each community pharmacy contractor, and a short visit undertaken by SPPG staff. The overall aim and purpose of the framework is to monitor compliance with Terms of Service, service specifications, related professional standards and best practice guidance.

**Visits**

SPPG has worked with CPNI to review, update and agree the visit protocol for reintroduction of the visits. Initially, pharmacies which have never received a visit as part of CPAF will be prioritised. If your pharmacy is selected for a visit you will be contacted by your local office to make the necessary arrangements.

A guide to the visit process, along with a copy of the visit protocol are available to view on the BSO website at the following link: [Assurance Framework - Business Services Organisation \(BSO\) Website \(hscni.net\)](#)

**Annual declaration**

The declaration for the 2023/24 year will be issued to pharmacies in early 2024.

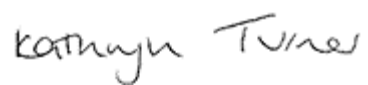
**Remuneration**

There is a £1200 payment associated with the CPAF process and this includes facilitation of the visit and completion of the annual declaration. An additional fee of £230 will also be available for locum costs to facilitate visits where applicable.

If you have any queries in relation to the framework or visit process, please contact your Pharmacy Adviser, via your local office, in the first instance.

I would like to thank you for your co-operation with the Assurance Framework to date and your commitment to the provision of safe, effective and high quality pharmaceutical services.

Yours sincerely,

A handwritten signature in black ink that reads "Kathryn Turner". The signature is written in a cursive, slightly slanted style.

**Kathryn Turner**  
**Pharmacy Lead**  
**Strategic Planning and Performance Group**