

Community Pharmacy Contractor

In receipt of an HBP for high cost medicine from BBV team

Completes Advanced Payment request form

Sends completed form to BBV team for authorisation before 5th of Calendar month to ensure payment by end of that month

(CLAIM ADVANCED PAYMENT FOR FULL COURSE TO PREVENT CASHFLOW ISSUES)

Order required medicines

(Order medication monthly in case treatment has to stop)



Specialist BBV Team

Advanced payment request authorised by BBV nurse and Clinical Manager

Forwards Advanced payment form to finance

before 10th of Calendar month



Finance Team

Completes advanced payment to pharmacy contractor at end of calendar month.

Schedules reclaim of Advance six months from payment.