

Form CDRF (CP)**Private requisition for schedules 1, 2 and 3 controlled drugs****Customer Details**Pharmacy
Name/ Address:

Telephone No:

Contractor Code:

Name of Pharmacist:

GPhC Number:

Signature:

Date of Order:

Item Name & Formulation	Size/Strength	Quantity No. of dose units/volume	Supplied Y/N
1			
2			

NO MORE THAN 2 ITEMS PER FORM

Purpose for which drugs are required – please tick whichever apply

For use within Pharmacy

Other (please state reason briefly)

Supplier Details

Pharmacy Name/Address	Pharmacy Stamp
Telephone No:	
Contractor Code:	
Signature:	

Notes

1. The person raising the requisition (customer) **must** –
 - a. If handwritten, complete the form in black biro.
 - b. Write their name, GPhC number, address of premises and Contractor Code
 - c. Provide the required information about the controlled drugs to be requisitioned (including strength + quantity).
 - d. Indicate the purpose for which the drug(s) is/are required.
 - e. Sign their name in black biro.

2. The person/organisation supplying the controlled drugs (supplier) should –
 - a. Provide their PSD contractor code, name of business, and address.
 - b. Ensure that the customer has completed their relevant sections.

3. Pharmacists should follow MHRA, Home Office and ethical guidance when undertaking wholesale transactions.

The supplier **must** then submit all CD requisitions to NHS National Services Scotland, using form CD34 which can be obtained from Practitioner Services, 3 Bain Square, Livingston EH54 7DQ (Tel: 01506 705100).

Data Protection Statement

The requisition will be passed to the NHS National Services Scotland for analysis. The information may also be used within the NHS to prevent incorrect usage of controlled drugs, and may be disclosed to organisations outside the NHS that have a lawful entitlement to receive it. This requisition will be confidentially destroyed 24 months after the month in which it was received by NHS National Services Scotland, unless it has been disclosed to another organisation.