

Decline of Prescribing Template Letter for Patients

Dear [Patient Name]

I am writing to inform you that I am unable to accept the request for transfer of / start of prescribing (*delete as appropriate*) responsibilities in line with prescribing arrangements within South East London for:

**[Include Drug Name here]**

This was originally requested by **[insert name and location of specialist]** on **[insert date]** . I have written to them to let them know that I am unable to prescribe the above item at present and advised them to arrange on-going supply of the medication.

The reason that I am unable to accept prescribing responsibility is detailed below:

*[Please delete all bullet points that do **not** apply]*

- The drug is approved for use as **hospital-only prescribing** in South East London. The responsibility for prescribing, monitoring, dose adjustment and review should remain with the specialist or hospital.
- The drug is one which is **not routinely supported for prescribing** in any health setting for NHS patients in South East London.
- The drug is approved for prescribing under a **shared care agreement** (between the specialist and GP) / **a transfer of care document**, but the necessary agreement / document has not been provided.
- The drug has **not been initiated and/or stabilised** for an appropriate time period (as per local agreements) before requesting transfer of prescribing responsibilities to the GP practice.
- The drug is part of a **clinical trial** that is only obtainable via the hospital.
- The drug/dose/indication is **unlicensed** and has a lack of evidence to its use.
- The drug/indication **does not appear in the SEL Joint Medicines Formulary** and therefore its use is not supported.
- The drug is newly licensed or has a new indication and currently its **place in therapy and/or risks are uncertain**.
- The recommended medication **does not follow local/national guidance**.
- The drug is available only via **Hospital at Home services**, arranged by the specialist.
- Other: (please state reason) .....

The SEL Joint Medicines Formulary is a prescribing list that includes the names and indications of medicines approved for use across South East London. It can be accessed via: [www.selondonjointmedicinesformulary.nhs.uk](http://www.selondonjointmedicinesformulary.nhs.uk)

The specialist team may get in touch with you to organise additional supplies or review your treatment. In the event of this not happening, you are advised to contact them directly to discuss obtaining your next prescription. This is particularly important if you have already started your treatment to ensure that you do not run out of your current supply.

Yours sincerely,