**PD1 - PERSONAL ADMINISTRATION**

The PD1 Report is based on reimbursement and remuneration data relating to the total prescriptions personally administered in England by Prescribing Doctor practices in a particular month. This includes late prescription data submitted in the same month.

|  |  |
| --- | --- |
| **HEADING** | **DESCRIPTION** |
| Forms | Total number of prescription forms minus prescription forms referred back to the Prescribing Doctor (eg for additional prescription endorsement information) |
| Items | The total number of prescription items minus prescription items referred back to the Prescriber and minus disallowed prescription items.  This may differ from number of forms as a prescription form can contain more than one dispensed prescription item.  Additionally, it may differ from Presc (No of fees) as a dispensed prescription item can attract more than one dispensing fee. |
| Presc (No of fees) | Total number of dispensing fees for personally administered prescriptions (General Medical Services Statement of Financial Entitlement Annex G Part 3).  Please note that a personally administered prescription item can attract more than one dispensing fee. |
| Total of Basic Prices (net ingredient cost) | Total Basic Price (Net Ingredient Cost) of prescription items personally administered (General Medical Services Statement of Financial Entitlement section 16.3 (a)  This excludes fees. |
| Discount | (General Medical Services Statement of Financial Entitlement Paragraph 16.3)  This deduction is made at different levels based on the total basic price of personally administered items prescribed for the relevant month. (General Medical Services Statement of Financial Entitlement Annex G Part 1).  A Doctor may be exempt from this deduction at the discretion of the NHS Commissioning Board. (General Medical Services Statement of Financial Entitlement section 16.11 |
| Out of Pocket Expenses | Total Out of Pocket Expenses. (General Medical Services Statement of Financial Entitlement section 16.3 (d) |
| % Addition to Basic Price | These are contractors that are to receive special payments. The reason could be either the remoteness of the practice or that the small quantities of drugs and appliances bought by the practice do not qualify for discount. The NHS Commissioning Board will determine the appropriate level (either 5%, 10%, 15% or 20% of total basic price) and the period during which it should be applied. (General Medical Services Statement of Financial Entitlement section 16.13 |
| Fees (Cost of) | The total amount of dispensing fees. (General Medical Services Statement of Financial Entitlement Annex G Part 3). |
| VAT | This is calculated on the 'Total of Basic Prices' plus '% Addition to Basic Price' minus 'Discount'. (General Medical Services Statement of Financial Entitlement Paragraph 16.3 (c) |