

**Community Pharmacy  
Service Specification for  
Emergency Hormonal Contraception  
(EHC) via Patient Group Direction (PGD)  
(14-17 years)**

**June 2010**

## **1. Background**

The Emergency Hormonal Contraception (EHC) service forms one part of NHS Sheffield's city-wide services aimed at reducing teenage pregnancy by offering free emergency contraception to 14-17 year olds.

Achieving Balanced Health 3 (ABH3) details specific initiatives for Children and Young People of which improving access to contraceptive services for young people is a goal. One of the 10 outcome measures of ABH3 is the under 18 conception rate. The EHC service is delivered in community pharmacies as one part of Sheffield's Reducing Teenage Pregnancy Strategy.

## **2. Service Description**

- 2.1. The pharmacy will offer free emergency contraception within 72 hours of earliest risk to any female aged 16 and 17 years and any female aged 14 – 15 years (inclusive) who is deemed to be Fraser competent under a Patient Group Directive (PGD).
- 2.2. The pharmacy will discuss ongoing contraception, in particular Long Acting Reversible Contraception.
- 2.3. The pharmacy will discuss STIs and carry out a Chlamydia test.
- 2.4. The pharmacy will offer a pregnancy test as appropriate.

## **3. Aim and intended service outcome**

- 3.1. The aim of the service is to provide emergency contraception in circumstances where potential failure of regular contraceptive method is recognized or unprotected intercourse has taken place.

## **4. Service Outline**

- 4.1. The part of the pharmacy used for provision of the service provides a sufficient level of privacy and safety (see section on Premises).
- 4.2. The pharmacy will follow the clinical pathway according to PGD (attached) for every client identified.
- 4.3. For every client identified, the pharmacist will ensure a consultation is undertaken and a record form completed (see PGD). The pharmacist retains the consultation record until the young person will be 25 years old.
- 4.4. The consultation period is 15 minutes.
- 4.5. The pharmacy will provide each client with patient information leaflets, "Nobody's Choice but Mine" and "Contraception Choices" produced by the Centre for HIV & Sexual Health, Sheffield, the contact details for Sheffield Contraception & Sexual Health Service (SCaSH) and a supply of condoms.
- 4.6. The pharmacy will offer a user-friendly, non-judgmental, client-centred and confidential service.
- 4.7. The pharmacy will provide support and advice to people accessing the service, including advice on safe sex, condom use and advice on the use of regular contraceptive methods.

- 4.8. The pharmacy will link into local sexual health and community contraceptive services (GP, SCaSH, Genito-Urinary Medicine (GUM) as appropriate) so that there is a robust and rapid referral pathway for people who need onward signposting to services that provide on-going contraception, for example long acting reversible contraception (LARC) and diagnosis and management of STIs.
- 4.9. If a client is believed to be under 16 years of age, the pharmacist must assess the client's 'Fraser Competence' (see PGD).

## **5. Referral**

- 5.1. If the client discloses any sexual health symptoms or details circumstances of concern, during the consultation, they should be referred to GP, SCaSH, or GUM clinic as appropriate. The Safeguarding Helpline can also be contacted for advice on Tel: (0114) 205 3535.
- 5.2. Patients requesting full sexual health screening (which could include blood tests for syphilis and HIV) should be referred to SCaSH.

## **6. Duty of Pharmacy**

- 6.1. The pharmacy contractor has a duty to ensure that pharmacists and staff involved in the provision of the service have relevant knowledge and are appropriately trained in the operation of the service (see section on training).
- 6.2. The pharmacy contractor has a duty to ensure that pharmacists and staff involved in the provision of the service are aware of and operate within the service specification.
- 6.3. The pharmacist accredited to provide the service must ensure all staff operating the service are fully aware of the service specification and are monitored in delivery.
- 6.4. The pharmacy will maintain records of the consultation to ensure effective ongoing service delivery and audit. Records are confidential and should be stored securely until the young person is 25 years.

## **7. Premises**

- 7.1. The pharmacy must have a private consultation area which ensures privacy when explaining the service and offering advice to clients in a way that ensures confidentiality. This is the same level as is required for the provision of the Medicines Use Review (MUR) service.
- 7.2. 7.2 Ideally, the pharmacy has suitable toilet facilities and a risk assessment must be undertaken to ensure the client can access the facilities, escorted by a member of the pharmacy staff, without risk.

## **8. Training**

- 8.1. The pharmacist and support staff must have completed the training offered by NHS Sheffield to be accredited to provide the service.
- 8.2. The accredited pharmacist will be required to undertake annual updates, as decided by the PCT.
- 8.3. Pharmacists and staff must be fully aware of their responsibility to maintain patient confidentiality at all times in accordance with Caldicott guidelines and the Data Protection Act.
- 8.4. Pharmacists and staff must be fully aware of their responsibility to safeguard children and refer appropriately as per local child protection procedures (see 5.1).

## 9. Audit

- 9.1. The pharmacy contractor must keep a record of the consultation (see PGD) until the young person will be 25 years.
- 9.2. The following data will be recorded for audit purposes
- Date of consultation
  - Postcode of client
  - Date of Birth
  - Ethnicity
  - Reason for EHC
  - Number of other requests for EHC in last 6 months
- 9.3. This data should be submitted on a monthly basis to the PCT on the claim form (see PGD).
- 9.4. A post payment verification check may be required.

## 10. Service Funding and Payment Mechanism

- 10.1. The pharmacy contractor will be paid according to the following schedule:
- £15.00 per consultation
  - £6.00 for provision of EHC (£12.00 if patient is on liver inducing medication)
  - £1.33 for provision of pregnancy test

## 11. 11. Quality Indicators

- 11.1. The pharmacy contractor should ensure the following:
- The appropriate health promotion literature is available for supply at the consultation;
  - The accredited pharmacist has undertaken CPD relevant to the service;
  - The pharmacy has a complaints procedure for monitoring the procedures provided;
  - Co-operation with any review of the client experience;
  - Participation in any audit of the service.
- 11.2. The quality standards for the pharmacist are:
- Completion of relevant CPPE packages;
  - Accreditation by the Sheffield PCT.

## 12. Contacts

**SCaSH Advice Line:** Tel: (0114) 271 8840 or 271 6816  
1 Mulberry Street, Sheffield, S1 2PJ

**Safeguarding Helpline:** Tel: (0114) 205 3535

**CPDU:** Jo Tsoneva, Tel: (0114) 305 1274  
NHS Sheffield, 722 Prince of Wales Road, Sheffield, S9 4EU

**GUM:** Tel: (0114) 276 6928  
Royal Hallamshire Hospital, Glossop Road. Sheffield, S10 2JF

**POLICE:** Tel: (0114) 220 2020

### **13. Fraser Competence**

If a client is believed to be under 16 years of age, the pharmacist must assess the client's 'Fraser Competence'. Discussion with the young person should explore the following issues at each consultation. This should be fully documented and should include an assessment of the young person's maturity (see PGD).

- Understanding of advice given;
- Encouraged to involve parents;
- Likely to begin or continue having sex;
- The effect on the physical or mental health of young person if advice/treatment withheld;
- Action in the best interest of the young person.