

NHS Grampian Record of Issuing Hospital Based Prescription (HBP) Pads to Prescribers in Clinics/Wards

Complete when HBP pad issued to prescriber				Complete when HBP pad returned by prescriber		
HBP Pad Number	Date/Time Issued	11 digit serial number of first blank prescription sheet on issue	Issued by (NAME & Signature)	Date/Time Returned	11 digit serial number of first blank prescription sheet on return	Returned by (NAME & Signature)
			Issued to Prescriber (NAME & Signature)			Received by (NAME & Signature)
<i>Example</i>				<i>Example</i>		
001	06/06/24 0800	12345678910	A NURSE <i>A Nurse</i>	06/06/24 1300	12345698765	A PRESCRIBER <i>A Prescriber</i>
			A PRESCRIBER <i>A Prescriber</i>			A NURSE <i>A Nurse</i>

Store with the HBP pads.

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HBP Pad Number	Date/Time Issued	11 digit serial number of first blank prescription sheet on issue	Issued by (NAME & Signature)	Date/Time Returned	11 digit serial number of first blank prescription sheet on return	Returned by (NAME & Signature)
			Issued to Prescriber (NAME & Signature)			Received by (NAME & Signature)
<i>Example</i>				<i>Example</i>		
001	06/06/24 0800	12345678910	A NURSE <i>A Nurse</i>	06/06/24 1300	12345698765	A PRESCRIBER <i>A Prescriber</i>
			A PRESCRIBER <i>A Prescriber</i>			A NURSE <i>A Nurse</i>

Keep with the HBP pads.