



Appeals Process

Introduction

The decision to issue a Pan Mersey policy statement recommendation is made by the Pan Mersey Area Prescribing Committee. It does this after consideration of the recommendations of its sub-committees and in consultation with its stakeholders (see http://www.panmerseyapc.nhs.uk/).

In line with good practice recommendations that a clinician is best placed to submit a formal appeal on behalf of their patient population [1], the appeals process is open to clinicians (GPs, Consultants, Senior Nurses, Senior Pharmacists or non-medical independent prescribers) with relevant expertise and who work within the Pan Mersey Health Economy. It exists to give those clinicians who feel that that the Pan Mersey policy statement recommendation may result in a compromise in care to patients, an opportunity to make their case for the recommendation to be amended.

Appeals process Applicant writes to the Professional Secretary of the APC Professional Secretary reviews the letter from the applicant and identifies the appropriate next steps. Send the appeal form plus relevant APC Direct the to appropriate CCG or Trust and notify the relevant APC representatives. minutes to the applicant. Advise the applicant that the application has been forwarded to the CCG or Trust. Appeal form received from the applicant. Complete - discuss with the APC Chair then action depending on the grounds for appeal (1 or 2 below). Notify the APC members for information. Appeal form incomplete, unclear or invalid -Response to applicant prepared by the send back to the applicant. Professional Secretary and signed by APC chair.

Pan Mersey APC Appeals Process

Grounds for appeal

1. Appeal against a decision by the Pan Mersey APC to accept, reject or position an application for a specific medicine because vital evidence was not considered or incorrect information was considered in the original application – refer to appropriate subgroup for review, then to APC for consideration, then relay the APC decision to the applicant (complete within 90 days)

2. Appeal against a decision made by the Pan Mersey APC because the Pan Mersey APC procedures and policies were not followed – refer to APC for consideration, then relay the APC decision to the applicant (complete within 60 days)

Reference

[1] National Institute for Health and Care Excellence, "Developing and updating local formularies," 14 March 2014. [Online]. Available: https://www.nice.org.uk/guidance/mpg1. [Accessed 26 June 2017]

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