



Supporting text for FAF flowcharts

The expectation is that Formulary Application Forms (FAF1, FAF2 and FAF3) and Formulary Amendment Forms submitted to the ERFC will be supported by Specialist Clinicians representing all 3 NHS Boards of the East Region (NHS Borders, NHS Fife and NHS Lothian).

For each NHS Board, the Formulary Pharmacist can assist the applicant with identifying and co-ordinating contact with Specialist Clinicians from the other NHS Boards. It is not the responsibility of the Formulary Pharmacist to complete the FAF in place of the applicant. One of the boards will take the lead in completing the paperwork.

All completed FAFs will be submitted to the ERFC for consideration:

- FAF1, FAF2 and Formulary Amendments forms will be directly submitted to the ERFC;
- FAF3 will be peer-reviewed by the ERWG prior to submission to the ERFC. Where further information is needed, the Formulary Pharmacist will liaise and co-ordinate communication with Specialist Clinicians across all 3 NHS boards.

The ERFC will:

- consider all applications for introduction of new medicines whilst ensuring multi-stakeholder engagement and joint working;
- notify the ERWG and ADTCs of all 3 NHS boards of their decision;
- provide NHS boards with post-approval cost estimates.

Depending on the complexity of the update required the Formulary Pharmacists will then:

- for complex updates: draft the update to the relevant formulary pathway and engage with and seek approval from the CEWG prior to publishing on the Formulary website;
- for simple updates: draft and publish update on the Formulary website.