**This letter is for you to adapt for your patient(s). Please ensure that you customise the text highlighted in yellow so that the information is appropriate. Please also ensure that once you have made your amendments, any important information isn’t split across two pages, or that an instruction to continue on to a second page is added.**

Insert practice header or print to practice headed paper, or type address details below.

[Practice name]

[Address]

[Tel]

[Fax]

[Email]

[Date]

[Title\_Initial\_Surname]

[Patient Address Block]

Dear [Title] [Surname],

**RE: Prescription for [Generic name]**

Our records show that you recently collected a prescription for a drug called **[Brand Name].**

We are writing to all the patients taking **[generic name]** to let you know that there will soon be a small change to the way this medicine is prescribed. In future the practice will now prescribe generically (unbranded).

Generic (unbranded) medicines may look different from the brand but will have identical effects on the body and be just as safe and effective. They are subject to the same tight controls on quality as any medicine yet make the most effective use of NHS resources.

We are committed to the safe use of medicines and providing the best healthcare for our patients.

If you have any questions about this change, please contact your [GP/Nurse/Pharmacist].

|  |  |
| --- | --- |
| **GP/Nurse/Pharmacist** [delete as applicable] | [Add number] |

Yours sincerely

Dr [insert name] and partners

[Insert Practice Name]