**Chapter 36**

**Annex 1**

**Notification of opening hours on bank and public holidays**

|  |  |
| --- | --- |
| **Name of contractor**  |  |
| **ODS code (also known as the F code)** |  |
| **Full address of premises to which the application relates** |  |
| **Address for correspondence (if different)** |  |

Pursuant to paragraph 35(4) of Schedule 4 (pharmacy contractors) or paragraph 25(3), Schedule 5 (dispensing appliance contractors) to the NHS (Pharmaceutical and Local Pharmaceutical Services) Regulations 2013, please provide your proposed opening days and times for the following bank and public holidays, and Easter Sunday.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Date** | **Open or Closed** | **Opening time** | **Closing time** | **Lunchtime** |
| **Good Friday** | Friday [date] |  |  |  |  |
| **Easter Sunday** | Sunday [date] |  |  |  |  |
| **Easter Monday** | Monday [date] |  |  |  |  |
| **May bank holiday** | Monday [date] May |  |  |  |  |
| **Spring bank holiday** | Monday [date] May |  |  |  |  |
| **August bank holiday** | Monday [date] August |  |  |  |  |
| **Christmas Day** | [Day] 25 December |  |  |  |  |
| **Boxing Day (in lieu)** | [Day] [date] December |  |  |  |  |
| **New year’s day** | [Day] [1] January |  |  |  |  |
| **[Any other declared bank holiday]** | [Full date] |  |  |  |  |

I confirm the above mentioned premises will be open on the above days as stated and that the premises NHS website and Directory of Services profiles will be amended, as required, using the NHS Profile Manager[[1]](#footnote-1).

Name ……………………………………………………………………………………….

Position …………………………………………………………………………………….

Date ……………………………….................................................................................

On behalf of …………………………………………………………………………………

(insert name of contractor)

Contact email address in case of queries …………………………………………………

Contact phone number in case of queries …………………………………………………

NHS England’s [Privacy Notice](https://www.england.nhs.uk/contact-us/privacy/privacy-notice/) describes how certain services are provided on behalf of Integrated Care Boards and how personal data is used. It also explains how you can invoke your rights as a data subject. We will protect your information in line with the requirements of the Data Protection Act 2018.

1. As distance selling premises and dispensing appliance contractors do not currently have an NHS website profile the opening hours cannot be amended. Distance selling premises are able to update their NHS profile using the profile updater. [↑](#footnote-ref-1)