

# Notification template

Chief Executive Officer  
..... Area Health Service

Dear .....

**Re: Notification of funding transfer for high cost drugs**

NSW Health Circular 2004/73 (attached) 'Funding arrangements for outpatient use of high cost drugs not funded by the Commonwealth' outlines the financial responsibility of hospitals in providing drugs in the outpatient setting. It includes arrangements for the transfer of financial responsibility for certain high cost drugs from the hospital where the drug was initiated to the Area Health Service of residence of the patient after 12 months.

The following patient is currently under the clinical care of this Area Health Service. Management has included the use of a high cost drug, which has been approved by the Drug and Therapeutics Committee at ..... hospital. The details are:

Patient initials (*or other identifier*):  
Postcode of permanent residence:  
Date of birth:  
Drug:  
Current dose and frequency:  
Indication for use:  
Current cost / week:  
Date initiated:  
Therapy commenced by and to be reviewed by (*physician*):

In line with the requirements of the above Circular, I wish to advise that financial responsibility for this drug will transfer to your Area Health Service from .....

Chief Executive Officers in both transferring and receiving Areas should ensure that the relevant Pharmacy services are notified in a timely way, to facilitate liaison regarding optimal arrangements for continuity of supply, cost transfer and follow up for this patient.

Should further information be required, please contact:.....  
on (*phone number*) ..... or (*email*) .....

Yours sincerely

Chief Executive Officer  
Date:

Cc: ..... (*physician as above*)