ACCREDIT IT

Dear Pharmacist

Accredit it© Manufacturing Manual and Accredit it© Wholesale Manual

Accredit it© Manufacturing and Accredit it© Wholesale are tools to assist Pharmacists in these environments to comply with the most general standards and requirements of the "Good Pharmacy Practice" (GPP) guidelines of the SA Pharmacy Council, pertaining to Section 35A(b)(ii) of the Pharmacy Act, 1974 (*Act 53 of 1974),* as amended.

It consists of the following general procedures:

Accredit it© Manufacturing	**Accredit it© Wholesale**
Cleaning/Sanitation	Procedure for Cleaning/Sanitation
Elimination of Pests and Rodents	Elimination of Pests and Rodents
Access Control, Safety and Security in a Manufacturing Facility	Access Control, Safety and Security in a Wholesale Facility
Handling of Product Complaints	Handling of Product Complaints
Procurement of Materials	Purchasing and Procurement Guidelines
Receiving of Materials	Receiving of Goods
Storage of Materials	Handling Of S1 Medicines
Management of Cold Chain Materials	Handling S2 Medicines and Substances
Delivery of Products	Handling S3 & S4 Medicine and Substances
Effective Stock Rotation	Handling of Specified & other S5 Medication
Stock Take	Handling Of S6 Medicine
The Removal and Disposal/Destruction of Expired, Damaged and/or Contaminated Raw Materials, Printed Materials and Finished Goods	Cold Chain Management
Verification of Customers (Wholesalers) Purchasing Manufactured Finished Goods	Delivery Of Medicine
	Effective Stock Rotation
	Stock-Take
	The Removal and Disposal/Destruction of Expired, Damaged and/or Contaminated Pharmaceutical Products and Hazardous Sharps
	Supplier Verification

To purchase an Accredit it© Manufacturing or Accredit it© Wholesale manual with an electronic copy:

- R2 600.00 (incl. Vat.) per manual

Annual updates are available by March of each year @ R180 per annum. We will email a reminder for the annual update in March. The RP must inform the S Buys Academy if email addresses and cellphone/telephone numbers change to keep on receiving annual communication. The first annual update is included in the purchase fee.

Best regards

Estelle Victor

Executive Manager: S Buys Academy

Initial:

Accredit it© Order Form:

INDICATE THE MANUAL TO BE PURCHASED:

Accredit it© Manufacturing	
Accredit it© Wholesale/Distribution	

INFORMATION TO BE PRINTED IN THE MANUAL:

(Please note that cell phone numbers and email addresses are very important)

Name of Pharmacy			
Pharmacy SAPC Registration No.	Y		
RAMS No			
Pharmacy Address (Physical)	Postal Code:		
Telephone No:		WhatsApp No:	
Mobile No:			
Email address:			

DELIVERY DETAILS:

(Please allow 10 working days from the date of receipt of payment for delivery)

Inspection date: If applicable			
Delivery Address:			
Delivery Contact Person:			
Telephone No:		Mobile No:	

BANKING DETAILS:

Name of account:	S Buys Academy
Bank:	FNB – 250655
Account number:	63177410974 (CHQ account)

INVOICING DETAILS:

(Complete the table below for an invoice to be generated)

Company Name:			
Contact Person:			
Vat Reg. No:		Company Reg. No:	
Tel Number:	Email:		
Physical or Postal Address of Company: (If different from the facility address)			

The process:

- Our friendly personnel will email you an invoice.
- Once you have paid on the invoice using the reference given on the invoice, please email us the proof of payment.
- The manual will be generated and couriered after receipt of proof of payment.
- A soft copy of the manual will also be emailed to the facility.

Initial:

Declaration:

I, …… (full name & surname of RP/owner), the undersigned, hereby give my consent that the Academy, its data operators, and its employees may collect, process, share and store the data obtained through this document to create a profile to customise the Accredit It Manual for the facility as mentioned earlier.

- I understand that my personal information recorded and stored by the Academy is protected under and in full accordance with the Protection of Personal Information Act (4 of 2013). Any additional personal information I supply will be subject to the same standard of confidentiality and protection.
- I understand that I may request what personal information the Academy holds and with whom they shared it. I may further object to processing my personal information and request for correction or deletion of my personal information.

I agree that the Academy may ☐ / may not ☐ (tick the relevant box) send me notifications via email regarding updates available for the Accredit It manual.

Applicant's Signature: _____ Date _____

Please fax 086 457 4790 or email dispensing@sbuys.co.za