



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

Seirbhísí Comhroinnte  
Seirbhís Aisioca Príomhchúraim  
Bealach amach 5 an M50  
An Bothair Thúaidh  
Fionnghlas  
Baile Átha Cliath 11

Finance Shared Services  
Primary Care Reimbursement Service  
Exit 5, M50  
North Road  
Finglas  
Dublin 11

Guthán: (01) 8647100  
Facs: (01) 834 3589

Ph: (01) 8647100  
Fax: (01) 834 3589

Circular No. 017/08

14<sup>th</sup> November 2008

Dear Pharmacist,

In order to facilitate processing of the claims over December and January, and to ensure that all payments are made on time, we are asking pharmacists to transmit their November 2008 files and post their corresponding claims as early as possible in December.

In order to qualify for early payment for electronic claims transmission we must receive your electronic files by the 3<sup>rd</sup> working day of the month and we must also receive your claims by the 5<sup>th</sup> of a month.

To facilitate submission of claims early we will extend our opening hours on Monday 1<sup>st</sup> December, Tuesday 2<sup>nd</sup> December and Wednesday 3<sup>rd</sup> December to 19:00 should any pharmacy wish to avail of delivering to PCRS during these hours.

I would like to take this opportunity, on behalf of the PCRS, to wish you, your staff and family, a very happy Christmas and a prosperous New Year, and thank you for your co-operation with us throughout the year.

Yours sincerely,

PATRICK BURKE  
Assistant National Director  
Finance Shared Services PCRS

