

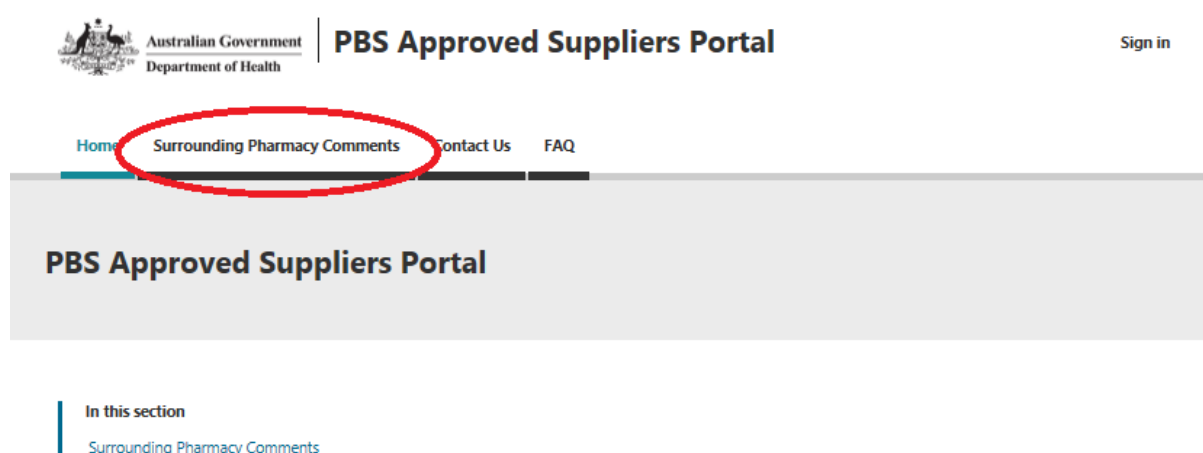
How to submit online comments for surrounding pharmacists

Purpose

This user guide provides instructions on how to provide comments on a particular application as a surrounding pharmacist.

Submitting comments

- 1) On the Portal, click on 'Surrounding Pharmacy Comments'



Help

The PBS Approved Suppliers Portal allows applicants to lodge applications for approval to supply pharmaceutical benefits and update their details online.

For further information about how to use the portal, refer to the User Guides.

- 2) Complete the mandatory fields:

- Approval number – this is your pharmacy approval number
- Application number – this is the application you are providing comments on
- Comments

You may upload multiple files to support your comments however each file must be less than 50MB each. To upload multiple files you can hold down the 'CTRL' button and select the files you would like to upload, or you can hold down the 'Shift' key and select multiple files.

Once you have acknowledged the privacy note and agree to the Terms of Use by checking the box, ensure you have entered in the correct code from the image and click 'Submit'.

How to submit online comments for surrounding pharmacists

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Surrounding Pharmacy Comments

Select this option to provide comments about an application to supply PBS medicines at a location nearby.

Note - the PBS Approved Suppliers Portal can only accept comments submitted by, or on behalf of, an approved pharmacist. If not an approved pharmacist, please email pbsapprovedsuppliers@health.gov.au.

Approval Number *


Application Number *

Comments *

I acknowledge that I have read the privacy note and I agree to the [Terms of Use of the PBS Approved Suppliers Portal](#).

Attach
To select multiple files, hold down the shift key and click the files you wish to upload. Each file must be under 50MB. The combined file size for the files being uploaded cannot exceed 100MB.

[Select File\(s\)](#)



Generate a new image
Play the audio code

 Enter the code from the image

[Submit](#) [Cancel](#)

3) Once submitted successfully, the following screen will appear.

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Surrounding Pharmacy Comments

Thank you!

This submission has been successfully sent.