

BUYING GUIDE · PRACTICE MANAGERS

Practice consumables budget planner

Set an annual budget for each spend category, then track actual spend every month to spot overspend early.

Practice _____

Financial year _____

Prepared by _____

Approved by _____

— Annual budget by category

Category	Last year actual (£)	This year budget (£)	Monthly budget (£)	Notes
Clinical consumables				
Dressings and wound care				
Vaccination and injection supplies				
Diagnostics (strips, electrodes, paper)				
Gloves, aprons and PPE				
Infection control and cleaning				
Janitorial and paper products				
Stationery and printing				
Small equipment				
Equipment servicing				
Furniture				
Other				
Total				

— Monthly tracker

Month	Budget (£)	Actual (£)	Difference (£)	Comment
April				
May				
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				
Year				

— Ways to bring spend down

- Move to one main supplier and one invoice to reduce admin time
- Compare your top 20 products by spend against an alternative quote
- Swap to equivalent products where clinicians are happy to
- Order on a set day each week to avoid small, rushed orders
- Join a buying group if you are part of a PCN or federation

Stock up in one order

Order by 4pm for next-day delivery. One account, one invoice.

[Free price comparison →](#)[Group purchasing →](#)

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