

Community Pharmacy Tracker – December 2020

If you are part of a pharmacy group or multiple, please liaise with your company managers/head office

Subject	Requirement	Deadline	Action and links	Tick when completed
Personal Protective Equipment	Regulatory and contractor support	Now	The Government's PPE portal is now available to obtain all personal protective equipment (PPE); supplies are provided free of charge. Details on accessing and ordering can be found here	
PQS 2020-21 Part 1 Live	Pharmacy Income	29th January 2021	Available to complete now Full details of part 1 can be found on the PSNC website Payment will be made the month after the claim submitted Supporting information: <ul style="list-style-type: none"> • 10-minute digital guide • Evidence Checklist • FAQ 	
PQS 2020-21 Part 2	Pharmacy Income	26th February 2021	Full details of requirements to be completed ahead of declaration window 1/2/21 – 26/2/21 are available here All employees have at least 5 different learning modules/ courses to complete before declaration. CPSC Summary and supporting documents are here	
Community Pharmacy Consultation Service (CPCS) GP referrals	Advanced Service	Roll out to start Autumn 2020	This addition to the CPCS service will be built on the development of strong relationships between community pharmacy and GP surgery colleagues. A draft service specification and Pharmacy Toolkit are available on the BSA website here	
CPCS GP referrals – pathway engagement activity payment	Advanced Service	1st November 2020 – 31st March 2021	Complete the engagement activity listed in Annex F of the NHS CPCS service specification and claim a £300 activity payment. Claims available from 1 November 2020 until 31 March 2021 through the MYS portal.	
Pharmacy Regulation Update	Contractual	9th November 2020	Familiarise yourself with the recent changes to the pharmacy regulations here	
Healthy Living Pharmacy	Contractual	1st April 2021	Make sure you have your HLP Leader and Health Champion in place in time for the planned changes to the Terms of Service. Further details are available on the PSNC website	
NHS Service Finder	Signposting	Ongoing	Sign up to the NHS Service Finder. NHS Service Finder lists non-public phone numbers for NHS services including GP surgeries. At busy periods it may be beneficial to use. Sign up here https://finder.directoryofservices.nhs.uk/	

Regular Tasks

The following tasks need to be completed on a daily / monthly basis:

Subject	Requirement	Deadline	Action and links	Tick when completed
Check Shared Mailbox	Pharmacy Business	Daily	Note: All shared mailboxes should have now been updated to new format. NHSE&I regularly send important communications to your NHS Shared Mailbox. Please ensure sufficient staff have access your Mailbox and that it is checked at least once daily.	
Pharmacy Profile Update	Contractual	Quarterly	Ensure your Directory of Services (DoS) and NHS website pharmacy profiles are up to date and verify each quarter.	
Local Services	Pharmacy income	By the 5 th of each month	Please claim all your locally commissioned services.	
PPE	Staff Safety	Ongoing	See the updated PHE guidance on the use of PPE by pharmacy staff here	
COVID 19	Contractor Support	Ongoing	Ensure you keep up to date with the national & local guidance: <ul style="list-style-type: none"> • PSNC – for the latest news round-up • GOV.UK – for advice for healthcare professionals • PHE – for posters and resources • LPC – for next steps, links to national information and links to local information (including testing) • Look out for the most up to date information and guidance via your Pharmacy NHS Mailbox. 	
Virtual Outcomes	Workforce training	Ongoing	A new module will be released every month. Access here	
LPC Mailing List	Pharmacy Mailing List	Ongoing	Encourage locums to join the LPC mailing list to ensure they are up to date with changes. Visit LPC website for sign up.	

If you require support from CPSC please contact us:

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