



Community Pharmacy Tracker – April 2021

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
Reminder: Healthy Living Pharmacy (DSPs)	Contractual	1 st April 2021	The Distance Selling Pharmacy (DSP) website requirements must be complied with by 1st April 2021. Find out more on the PSNC website .	
Easter Opening Times Reminder	Contractual – risk of breach notice if not complete	Over the Easter Period	You are required to notify your patients of the nearest pharmacies open to your pharmacy on the Bank holiday dates if you are closed. Details available on the LPC website .	
Pharmacy Profile Update	Contractual	Quarterly	Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year.	
Pandemic Delivery Service	Service Delivery	31 st March 2021 / 30 th June 2021	The Pandemic Delivery Service for Clinically Extremely Vulnerable patients will end on 31 st March 2021 as shielding comes to end. The service will continue for patients who have been notified of the need to self-isolate by NHS Test and Trace until June 30 th , 2021. Find out more on the PSNC website .	
GPCPCS implementation	Service Delivery	30 th June 2021 (to claim your fee via MYS)	Watch the recent LPC GPCPCS webinar on-demand and download our briefing from the LPC website ; this will support you to meet the requirements of Annex F and provide details of how the service will be implemented locally. <ul style="list-style-type: none"> • Access clinical training for pharmacists via the RPS • Access training for the pharmacy team via VirtualOutcomes • Find out more about GPCPCS and read the updated service specification and toolkit on the PSNC website • Download and start to complete the GPCPCS Community Pharmacy Action Plan 	
DSP Toolkit (Upcoming Deadline)	Contractual – risk of breach notice if not complete	30 th June 2021	The deadline for completion of the 2020/21 toolkit is 30th June 2021. Find out more on the PSNC website	
Annual Complaints report	Contractual		NHSE&I have confirmed that they will not require an annual complaints report.	
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 (as it becomes available) • Look out for the most up to date information and guidance via your NHS Shared Mailbox 	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Local Services	Pharmacy income	By the 5 th	Please claim all your locally commissioned services by the 5 th of the month.	
Check Shared Mailbox	Pharmacy Business	Ongoing	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.	
Virtual Outcomes	Workforce training	Ongoing	A new module will be released every month. Access here .	
LPC Mailing List	Pharmacy Mailing List	Ongoing	Encourage your locums to join the LPC mailing list to ensure they are up to date with the rapidly changing pharmacy environment.	

If you require support from the Community Pharmacy Halton, St Helens & Knowsley please contact us:

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<https://psnc.org.uk/sefton-lpc/>

Disclaimer: This guidance has been produced by Halton, St Helens & Knowsley LPC after reviewing all the information available to us. Every care has been taken in completion of the tracker, but no responsibility can be accepted for any error or consequence of such an error.