



## Community Pharmacy Tracker – December 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
<b>Pharmacy Profile Update</b>	Contractual	In advance Christmas	Ensure your Directory of Services and NHS website profiles are up to date with your opening hours over the Christmas and New Year holiday period.	
<b>Christmas Opening Times Reminder</b>	Contractual – risk of breach notice if not complete	Over the Christmas 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 of pharmacies directed to open over the Bank Holidays, are available on the <a href="#">LPC website</a> .	
<b>Clinical Audit 2021-22</b>	Contractual	To be announced	The mandatory clinical audit for 21/22 has been announced. Early information can be found on the <a href="#">PSNC website</a> .  Further details will follow from PSNC and the LPC when available.	
<b>Payment Timetable &amp; Deadlines</b>	Service Delivery		For up-to-date information regarding deadlines for national service claims and other deadlines please access the information on the <a href="#">PSNC website</a> .	
<b>Hypertension Case Finding Service</b>	Service Delivery	Act now	Get ready to deliver the service by reviewing the resources on the <a href="#">PSNC website</a> .  Watch the <a href="#">PSNC webinar</a> on demand.	
<b>COVID Boosters</b>	Staff support	Act now	Ensure your staff who are eligible for a booster dose know how to book. Find out more <a href="#">here</a> .	
<b>Mandatory Health Campaign</b>	Contractual requirement	Act now	This is the second mandated health campaign for 2021/22.  This campaign is part of the <a href="#">national campaign</a> that encourages people to protect themselves and their loved ones against COVID-19 and flu.  If you have not received your campaign materials by 1st December, please e-mail <a href="mailto:Marketing@dhsc.gov.uk">Marketing@dhsc.gov.uk</a> stating the pharmacy name, address, and the name of the campaign.	
<b>Pharmacy Quality Scheme</b>	Pharmacy income	On-going	Key resources to support PQS: <ul style="list-style-type: none"> <li>• New: <a href="#">Check your pharmacy is meeting the Advanced Services gateway criterion</a></li> <li>• New: <a href="#">Access the NHS Digital Weight Management Programme resources</a></li> <li>• <a href="#">NHSE&amp;I Guidance</a></li> <li>• <a href="#">PSNC Briefing 034/21: Pharmacy Quality Scheme – Important dates for the diary</a></li> <li>• <a href="#">PSNC Briefing 025/21: Pharmacy Quality Scheme – Summary of the training requirements for the 2021/22 Scheme</a></li> <li>• <a href="#">PSNC Briefing 029/21: Pharmacy Quality Scheme – Guidance for pharmacy contractors on the PCN domain (August 2021)</a></li> </ul>	

			<ul style="list-style-type: none"> <li>• <a href="#">PSNC / Community Pharmacy Patient Safety Group - Resource to complete the patient safety report</a></li> <li>• Watch the <a href="#">PSNC webinar</a> on demand</li> <li>• Use the PQS Assessment framework on PharmOutcomes to track your progress</li> <li>• Access the PSNC <a href="#">PQS hub page</a></li> </ul>	
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## Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Local Services</b>	Pharmacy income	By the 5 <sup>th</sup>	Please claim all your locally commissioned services by the 5 <sup>th</sup> of the month.	
<b>Pharmacy Profile Update</b>	Contractual	Quarterly	Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year.	
<b>Check Shared Mailbox</b>	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.	
<b>Virtual Outcomes</b>	Workforce training	Ongoing	A new module will be released every month. Access <a href="#">here</a> .	
<b>LPC Mailing List</b>	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:

Joe Clarke (Business Support Officer)  
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