Mersey Community Pharmacy Tracker – July 2023

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

Subject	Requirement	Deadline	Action and links	Tick when completed
DSP Toolkit 2022-23	Contractual	30th June 2023	The DSP Toolkit 2022-23 is now open and must be completed by 30th June 2023. Find out more on the CPE website. A copy of the CPE DSP toolkit workshop can be downloaded here.	
Pharmacy Quality Scheme	Pharmacy Income	From 1st June 2023	PQS for 2023/24 launches on 1st June 2023. Details are available on the NHSBSA website.	
CPAF Screening Questionnaire 2023/24	Contractual	30th July 2023	The 2023/24 Community Pharmacy Assurance Framework (CPAF) screening questionnaire will be available for completion from approximately 1am on Monday 3rd July 2023 until midnight on Sunday 30th July 2023. Find out more on the CPE website.	
Regulatory Change: Business Continuity Plan	Contractual	31st July 2023	From 31st July 2023, you must have a business continuity plan at the pharmacy dealing with temporary suspensions of pharmaceutical services because of illness or another reason beyond your control. This briefing from CPE contains the key information to include in your Business Continuity Plan.	
Get ready for Flu	Service Delivery	Ongoing	Check the latest information published by CPE to ensure you are ready to deliver the flu service: • Read the latest Flu Letter from the DHSC, PHE & NHSE&I • Training requirements	
PharmOutcomes	Act now	Ongoing	Check PharmOutcomes a minimum of three time a day for referrals for the following services: • The Community Pharmacy Consultation Service (GP and 111 pathways) • The Discharge Medicines Service • The Hypertension Case Finding • The Smoking Cessation Service	

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Pharmacy Profile Update	Contractual	Quarterly	Ensure your Directory of Services and NHS website profiles are up to date by updating your NHS Profile Manager once each quarter.	
NHS Mail	Pharmacy IT	Access regularly (at least once a month)	From 1st December 2022, personal NHSmail accounts which are not used for 30 days will be marked inactive and inactive accounts which are not activated within the following 30 days will be deleted. Ensure you access your personal NHS.net email regularly to avoid your account being deleted. Further information is available here.	

Local Services	Pharmacy income	By the 5th	Please claim all your locally commissioned services by the 5th of the month.	
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:

Community Pharmacy Halton, St Helens & Knowsley
Louise Gatley (Chief Officer – Job Share) louise@hshk-lpc.org.uk Tel: 07515 285178
Helen Murphy (Chief Officer – Job Share) helen@hshk-lpc.org.uk Tel: 07562 422909
Joe Clarke (Business Support Officer) joe@hshk-lpc.org.uk Tel: 07958 774715
David Barker (Engagement Officer) david@hshk-lpc.org.uk Tel: 07591 207923

Community Pharmacy Liverpool
David Barker (Engagement Officer) david@liverpool-lpc.org.uk Tel: 07591 207923

Community Pharmacy Sefton
Dr Lisa Manning (Chief Officer) lisa@sefton-lpc.org.uk Tel: 07912 043872
Joe Clarke (Business Support Officer) joe@sefton-lpc.org.uk Tel: 07931 340221
Sara Davies (Service & Engagement Support Officer) sara@sefton-lpc.org.uk Tel: 07703 689998