# **Community Pharmacy Tracker – January 2021**

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

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| **Subject** | **Requirement** | **Deadline** | **Action and links** | **Tick when**  **completed** |
| **Pandemic Delivery Service Claims** | Pharmacy Income | 5th January 2021 | Ensure you claim for your deliveries under the advanced service (via MYS) by 5th January 2021. |  |
| **Pharmacy Profile Update** | Contractual | Quarterly (from 1st January 2021) | Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year. |  |
| **Healthy Living Pharmacy** | Contractual | 1st January 2021 | You must ensure that you are **compliant with the HLP requirements from 1st January 2021.** Find out more on the [PSNC website](https://psnc.org.uk/services-commissioning/essential-services/healthy-living-pharmacies/).  Please note: The Distance Selling Pharmacy (DSP) website requirements do not have to be complied with until 1st April 2021. |  |
| **Consultation Rooms & Remote Consultations** | Contractual | 1st January 2021 | As a result of HLP becoming a requirement from 1st January 2021, almost all pharmacies will need to have a consultation room. There are exemptions or specifics for small pharmacies and Distance Selling Pharmacies. Further details [here](https://psnc.org.uk/our-news/regs-explainer-14-consultation-rooms-and-remote-consultations/). |  |
| **PQS 20-21**  **Parts 1** | Pharmacy Income | 29th January 2021 | Detailed guidance and a checklist can be found on the [PSNC Website](https://psnc.org.uk/services-commissioning/pharmacy-quality-scheme/).  Access training from VirtualOutcomes [here](https://www.virtualoutcomes.co.uk/vo8539-wp-content/uploads/2020/09/PQS-Part-1-20-21.pdf). |  |
| **PQS 20-21**  **Part 2 (Updated)** | Pharmacy Income | Declaration window 1st-26th February 2021 | **Update**: The PQS Part 2 2020/21 declaration will still take place as planned between 09:00 on 1st February 2021 and 23:59 on 26th February 2021, however, you will have until **30th June 2021** to complete any elements of the scheme you have declared as having met.  Detailed guidance and supporting materials can be found on the [PSNC website](https://psnc.org.uk/services-commissioning/pharmacy-quality-scheme/pqs-2020-21-part-2/). This now includes a [PQS Part 2 Evidence Checklist and PharmOutcomes Framework](https://psnc.org.uk/our-news/pharmacy-quality-scheme-part-2-evidence-checklist-pharmoutcomes-framework/).  Download the LPC PQS Part 2 training summary [here](https://psnc.org.uk/halton-st-helens-and-knowsley-lpc/our-news/pqs-training-summary/). Access training from VirtualOutcomes [here](https://mcusercontent.com/50ebb27dcd09a53230a28d990/files/adf2853d-46dd-4683-b9a1-955462a97334/PQS_Part_2_20_21.pdf).  Access the local anti-biotic formulary to support Domain 1 [here](https://www.panmerseyapc.nhs.uk/formulary/anti-infective-therapy/).  Respond promptly to any messages from your PCN Lead to ensure you are a part of the discussions for the PCN Domains. |  |
| **Changes to CPCF to free capacity** | Contractual | For immediate review | PSNC have agreed a number of changes to the Community Pharmacy Contractual Framework. See the [PSNC website](https://psnc.org.uk/our-news/pqs-and-service-changes-agreed-to-create-extra-capacity/) for further details. |  |
| **Discharge Medicines Service** | Essential Service | From 15th February 2021 | Familiarise yourself with the new Discharge Medicines Service. Information is now available on the [PSNC website](https://psnc.org.uk/services-commissioning/essential-services/discharge-medicines-service/). |  |
| **COVID 19** | Contractor Support | Ongoing | Ensure you keep up to date with the national & local guidance:   * [PSNC](https://psnc.org.uk/the-healthcare-landscape/covid19/) – for the latest news round-up * [GOV.UK](https://www.gov.uk/government/collections/wuhan-novel-coronavirus) – for advice for healthcare professionals * [PHE](https://campaignresources.phe.gov.uk/resources/campaigns/101-coronavirus-) – for posters and resources * [LPC](https://psnc.org.uk/halton-st-helens-and-knowsley-lpc/covid-19-hub/) – 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   Please contact the LPC if you require urgent support. |  |

Regular Tasks

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

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| **Subject** | **Requirement** | **Deadline** | **Action and links** | **Tick when**  **completed** |
| **Local Services** | Pharmacy income | By the 5th | Please claim all your locally commissioned services by the 5th 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.](https://www.virtualoutcomes.co.uk/pharmacy-training/) |  |
| **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 LPC please contact us:**

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| Visit our website | <http://www.liverpool-lpc.org.uk/> |  |

Disclaimer: This guidance has been produced by Liverpool 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.