# **Community Pharmacy Tracker**

# 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 | Complete? |
| End of Pharmacy Collect | Service Delivery | Service ends 31st March 2022 | The Pharmacy Collect will end on 31st March 2022. Further information including a checklist and poster are available on the [PSNC](https://psnc.org.uk/our-news/pharmacy-collect-end-of-service-preparations/) website. |  |
| Update NHS website | Contractual Requirement | 31st March 2022 | You are required to verify and, where necessary, update your NHS website profile and DoS profile at least once each quarter. For the current quarter, the deadline is 31st March 2022.  Please ensure you update your opening hours for the Easter period at the same time.  Find out more on the [PSNC](https://psnc.org.uk/our-news/reminder-requirement-to-update-nhs-website-and-dos-profile-by-end-of-march-2022/) website. |  |
| Providers Pays | Service Delivery | Act now | The national procurement of IT support for the Community Pharmacist Consultation Service (CPCS) (111 Pathway only), will cease at the end of March 2022.  Find out more about choosing your supplier on the [PSNC](https://psnc.org.uk/our-news/cpcs-it-deadline-approaching-have-you-confirmed-your-choice-of-system/) website. |  |
| PQS Deadlines | Pharmacy Income | 31st March 2022 | March 31st, 2022, is the deadline for work to have been completed on the following:  • Safety report and demonstrable learnings from the CPPE LASA e-learning gateway criterion  • Risk review gateway criterion  • Medicines safety and optimisation domain  • Respiratory domain (except for the Return of unwanted and used inhalers criterion  • Digital domain  • Prevention domain  • Addressing unwarranted variation in care domain  • Healthy living support domain  In addition, on 31st March 2022 the:  • MYS online portal to record anticoagulant audit data closes  • PHE portal to record antibiotic review data closes |  |
| Annual Complaints Report | Contractual Requirement | April 2022 | You must submit an annual complaint report for 2021-22 to NHS England as soon as reasonably practicable after the end of the financial year.  Please email your report to [england.cmpharmacy@nhs.net](mailto:england.cmpharmacy@nhs.net)  Further Information, including a recording template can be found on the [PSNC](http://psnc.org.uk/contract-it/essential-service-clinical-governance/complaints/) website. |  |
| PQS Gateway - NMS Deadline | Pharmacy Income | 5th April 2022 | You must have claimed payments for the completion of a minimum of 20 NMS between 1st April 2021 and 5th April 2022. The NHSBSA [spreadsheet](https://www.nhsbsa.nhs.uk/provider-assurance-pharmaceutical-services/pharmacy-quality-scheme-pqs) shows who has currently met the PQS 2021/22 gateway criterion (updated monthly). |  |
| Pandemic Delivery Service Claims | Service Delivery | 5th April 2022 | The Pandemic Delivery service has now ended.  Claims for the Advanced service (for deliveries) must be submitted no later than 5 April 2022 to be remunerated for any deliveries made on or before 5 March 2022.  Find out more on the [PSNC](https://psnc.org.uk/our-news/closure-of-the-pandemic-delivery-service/) website. |  |
| Mandatory Health Campaign (Better Health Stop Smoking Campaign) | Contractual requirement | 21st April 2022 | Please record your participation in the campaign on PharmOutcomes between 1st and 21st April 2022. |  |

**Regular Tasks**

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

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| Subject | Requirement | Deadline | Action and Links | Complete? |
| Local Services | Pharmacy income | By the 5th. | Please claim all your locally commissioned services by the 5th of the month. |  |
| NMS Quarterly Report | Contractual | Quarterly – Paused | The requirement to submit data will be reinstated from Quarter 1 of 2022/23 (April – June 2022), with contractors submitting their quarterly data in early July 2022. |  |
| 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:**

Matt Harvey (Chief Officer) – [matt@liverpool-lpc.org.uk](mailto:matt@liverpool-lpc.org.uk) - Tel: 07591 207026

David Barker (Engagement Officer) - david@liverpool-lpc.org.uk – Tel 07591 207923

Thomas Wareing (Engagement Officer) – [thomas@liverpool-lpc.org.uk](mailto:thomas@liverpool-lpc.org.uk) – Tel 07517 105792

Visit our website: [https://liverpool-lpc.org.uk](https://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.