# **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? |
| Stop Smoking Advanced Service Webinar | Service Delivery | 27th July 2022 at 7:30pm via Zoom | Join our webinar to find out more about the launch of the Advanced Smoking Cessation Service and the pathway in Cheshire & Mersey. Further details and booking information can be accessed here. |  |
| CPAF | Contractual Requirement | 31st August 2022 | All contractors are required to complete the CPAF screening by 31st August 2022. Find out more on the PSNC website. Download the PSNC briefing here. |  |
| Getting ready for Flu | Service Delivery | Ongoing | Check the latest [update](https://psnc.org.uk/national-pharmacy-services/advanced-services/flu-vaccination-service/) published by PSNC to ensure you are ready to deliver the flu service:   * Read the latest [Flu Letters](https://www.gov.uk/government/publications/national-flu-immunisation-programme-plan) from the DHSC, PHE & NHSE&I * [Training requirements](https://psnc.org.uk/national-pharmacy-services/advanced-services/flu-vaccination-service/flu-vaccination-training/) * [Locally arranged training](http://www.cpgmhealthcare.co.uk/vaccination-training-events.html) – 31st July 2022 (Runcorn) * [50-64 age group announcement](https://psnc.org.uk/our-news/flu-vac-service-50-64-year-olds-will-now-be-included/). |  |
| HRT SSP Endorsement Errors | Pharmacy Income | Ongoing | Ensure you are following the correct process for claiming HRT SSPs. Read the update from PSNC [here.](https://psnc.org.uk/our-news/contractor-notice-hrt-ssp-endorsement-errors/) |  |
| LPC Annual General Meeting | LPC Governance | 7th September 2022 | The LPC will be hosting their AGM on 7th September 2022.  Look out for emails from the LPC with further details. |  |

**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. |  |
| 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.