

Deadline Tracker January 2025

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
Christmas Opening Hours	Pharmacy Contract	Ongoing	Christmas Opening Hours are now published on our website .	
Pharmacy Profile Update	Contractual	31st December 2024	Ensure your Directory of Services and NHS website profiles are up to date by updating your NHS Profile Manager <ul style="list-style-type: none"> The deadline for this quarter is 31st December 2024 but we encourage you to do this as soon as possible. 	
PNA Contractor Survey	Pharmacy Business	January 2025	The PNA contractor survey will be released wc 6 th January 2025 via PharmOutcomes. <ul style="list-style-type: none"> Please complete as soon as possible to protect your business If you're part of a multiple, please check with your head office as they may want to complete it centrally 	
Original Pack Dispensing	Pharmacy Regulations	January 2025	From 1st January 2025, amendments made to the pharmacy regulations state that the supervising pharmacist must consider dispensing up to 10% more or less than the prescribed quantity. <ul style="list-style-type: none"> Watch the webinar here Resources are available here 	
Pharmacy First	Service Income	January 2025	Changes to the Pharmacy First payment thresholds have been made for the rest of the year. The threshold for January is 25. A minimum of 20 consultations are to be completed to pass the gateway point to be eligible for the £1,000 monthly payment.	
Advance Services Bundling	Service Income	31st March 2025	From the 31 st March 2025, community pharmacies must deliver a bundle of services to qualify for the monthly £1,000 payment. This includes: <ul style="list-style-type: none"> Pharmacy Contraception Service Hypertension Case Finding Service Pharmacy First 	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
PharmOutcomes	Act now	Ongoing	Check PharmOutcomes a minimum of three times a day for all referral services.	
NHS Mail	Pharmacy IT	Access regularly	Ensure you access your personal NHS.net email regularly (at least once every 30 days) to avoid your account being deleted. <ul style="list-style-type: none"> Further information is available here 	

Local Services	Pharmacy income	By the 5th	Please claim all your locally commissioned services by the 5 th of the month.	
VirtualOutcomes	Workforce training	Ongoing	A new module will be released every month. <ul style="list-style-type: none"> ▪ Access here 	

If you require support:

Community Pharmacy Halton, St Helens & Knowsley

Helen Murphy (Chief Officer)	helen@hshk-lpc.org.uk	Tel: 07562 422909
Jess Bibby (Business Support Officer)	jess@hshk-lpc.org.uk	Tel: 07925 968844
David Barker (Engagement Officer)	david@hshk-lpc.org.uk	Tel: 07591 207923

Community Pharmacy Liverpool

Thomas Wareing (Engagement Officer)	Thomas@liverpool-lpc.org.uk	Tel: 07517 105792
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Community Pharmacy Sefton

Dr Lisa Manning (Chief Officer)	lisa@sefton-lpc.org.uk	Tel: 07912 043872
Jess Bibby (Business Support Officer)	admin@sefton-lpc.org.uk	Tel: 07925 968844
Edward Murphy (Engagement Officer)	edward@sefton-lpc.org.uk	Tel: 07360 022183

Disclaimer: This guidance has been produced after reviewing all the information available to us. Every care has been taken in the completion of the tracker, but no responsibility can be accepted for any error or consequence of such an error.