

Bolton Local Pharmaceutical Committee

Community Pharmacy Deadline Tracker – January 2019

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



Subject	Requirement	Deadline	Action and links	Tick when completed
Flu Vaccination Ordering	Pharmacy Business	For immediate consideration	Public Health England (PHE) has advised that both of the vaccines that were recommended for the 2018/19 season (quadrivalent inactivated vaccine and adjuvanted trivalent inactivated vaccine) will continue to be recommended for next year. Find out more about placing your orders at: ow.ly/eNO430mHG5q	
NHS England Community Pharmacy National Audit 2018/19	Contractual – risk of breach notice if not complete	30 th December 2018	Audit data must be submitted on the online portal by midnight on 30 December 2018 – please ensure you have submitted your data before this date to ensure you are compliant with your contractual Terms of Service.	
Accessing the Drug Tariff from January 2019	Pharmacy Business	10 th January 2019	If you wish to opt-in to continue to receive the printed monthly copy of the Drug Tariff, please click here and complete the information requested by 10 January 2019.	
Quarterly Reports	Contractual – risk of breach notice if not complete	January 14 th 2019	Pharmacy contractors must submit their MUR and NMS quarterly information to the NHSBSA within 10 working days from the last day of the quarter.	
Falsified Medicines Directive (FMD)	Pharmacy Business Legal Compliance	February 7 th 2019	Read the PSNC briefing, available on the PSNC website and log on to watch the PSNC FMD Webinar . Access further information on the FMD Source Website .	
Quality Payment Scheme - Gateway	Pharmacy Income	Review Point February 15 th 2019	Check your gateway report to ensure you meet four of the five criteria (Advanced Services, NHS website, Community Pharmacy Patient Questionnaire (CPPQ) and NHSmail) and take action if they are not met. Further information on the on the PSNC website .	
Quality Payment Scheme – Evidence Checklist	Pharmacy Income	Review Point February 15 th 2019	Download the evidence checklist from PSNC that details what is acceptable evidence to confirm you have the necessary evidence to meet the gateway and quality criteria.	
Quality Payments Scheme – NSAID Audit	Pharmacy Income	Review Point February 15 th 2019	Complete the audit of non-steroidal anti-inflammatory drugs and gastro-protection and submit your evidence. Further details on the PSNC Website .	

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NUMSAS Training	Workforce training	Open access	A training module has been developed for NHS 111 health advisors and pharmacy teams to help describe the NHS Urgent Medicine Supply Advanced Service (NUMSAS) and to illustrate the change in the patient journey since its introduction: http://www.england.nhs.uk/numsas111/	
Data Security and Protection Toolkit (was the IG Toolkit)	Contractual	March 31 st 2019	Register to access the new Toolkit via the DSP Toolkit registration page . To simplify the process ensure you have completed the GDPR Workbook for Community Pharmacy . Further information and support on the PSNC Website .	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Virtual Outcomes	Workforce training	Ongoing	A new module will be released in early January. Access your training here .	
Local Services	Pharmacy income	By the 5 th of every month	Please claim all your Public Health, CCG & Greater Manchester services.	
Log into your Pharmacy Premises shared NHS mailbox	Essential for Quality Payment gateway criteria	Daily	For the next Quality Payment review point every pharmacy must be able to send and receive NHSmail from their premises NHS Shared mailbox account, which must have at least TWO live linked accounts. Further information is available on the PSNC website . Please note that all e-mails from Greater Manchester Area Team are now being sent via this route.	
NHS Pharmacy Flu Service	Pharmacy Income	Monthly	Claim payment monthly, either via the paper claim form or the webform provided by the NHSBSA (but not both). Further details on how to claim can be found on the PSNC website .	

If you require support from the LPC please contact us:

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Visit our LPC website

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