

Bolton Local Pharmaceutical Committee

Community Pharmacy Deadline Tracker – April 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
Public Health Campaign – Cervical Cancer	Contractual	Reporting 1 st -30 th April 2019	The PharmOutcomes reporting window will open on April 1 st and close on April 30 st . Please ensure you record your interventions.	
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. Watch the PSNC Webinar on demand. Further information and support on the PSNC Website .	
Public Health Campaign – Bowel Cancer	Contractual	April 1 st – April 30 th	This mandatory campaign will run throughout April 2019. A copy of the briefing and data collection sheet can be downloaded here . You are requested to record your provisions on PharmOutcomes by the end of May 2019.	
Pregabalin and Gabapentin re-classification	Regulatory	Ongoing	Pregabalin & Gabapentin will be re-classified as a schedule 3 CD from April 1 st 2019. Read the NHS England briefing note here . Find out more on the PSNC website .	
Complaints Reporting	Contractual – risk of breach notice if not complete	April 12 th 2019	You must prepare an annual complaints report which must be submitted to the NHS Area Team between April 1 st and May 10 th 2019. If you haven't received any complaints during the last 12 months a nil response is still mandatory. Further information can be found on the Bolton LPC website .	
MUR & NMS Quarterly Reports	Contractual – risk of breach notice if not complete	April 12 th 2019	You must submit your MUR and NMS quarterly information to the NHSBSA within 10 working days from the last day of the quarter.	
Prescription Prepayment Certificates (PPCs) Applications	Pharmacy Business	From April 2019	The NHSBSA has confirmed that from April 2019, postal applications for PPCs will be phased out and replaced with an online service. Find out more on the PSNC website .	

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Diabetes Toolkit	Service Support	Ongoing	NovoNordisk have developed a Toolkit to support you to support your patients with Type 2 Diabetes. Download your copy and find out more here .	
Community Pharmacy Patient Questionnaire (CPPQ)	Contractual	From April 2019	You are required to publish the results of the CPPQ from 2018-19 via one of the 3 options below: <ul style="list-style-type: none"> • in the pharmacy, as a leaflet or poster • on the pharmacy's website (if it has one) • on the pharmacy's NHS Choices profile Further details on are 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 every month. Access your training here .	
Local Services	Pharmacy income	By the 5 th of every month	Please claim all your locally commissioned services by the 5 th of the month.	
Log into your Pharmacy Premises shared NHS mailbox	Pharmacy Business	Regularly	Ensure that you are able to send and receive NHSmail from your premises NHS Shared mailbox account and check daily. Further information is available on the PSNC website .	
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 . Please note: This service ended for the 2018-19 season on March 31st 2019.	
HLP	Pharmacy Business	Monthly	Update your HLP Portfolio with new evidence and displays. Further HLP information can be found on the PSNC website .	
Patient Safety	Regulatory	Monthly	Keep your patient safety report up to date. More information can be found on the PSNC website .	

If you require support from the LPC please contact us:

Louise Gatley (Chief Officer)
Visit our LPC website

louise.gatley.boltonLPC@gmail.com
<https://psnc.org.uk/bolton-lpc/>

Tel: 07515 285178