



Community Pharmacy  
Cheshire and Wirral



## Community Pharmacy Deadline Tracker January 2021

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
<b>Changes to CPCF to free capacity</b>	Contractual	For immediate review	PSNC have agreed a number of changes to the Community Pharmacy Contractual Framework. See the <a href="#">PSNC website</a> for further details.	
<b>Healthy Living Pharmacy</b>	Contractual	1 January 2021	Pharmacy contractors must ensure they are compliant with the HLP requirements from 1 January 2021. Find out more on the <a href="#">PSNC website</a> .  Please note: The Distance Selling Pharmacy (DSP) website requirements do not have to be complied with until 1 April 2021.	
<b>Consultation Rooms &amp; Remote Consultations</b>	Contractual	1 January 2021	As a result of HLP becoming a requirement from 1 January 2021, almost all pharmacies will need to have a consultation room. There are exemptions or specifics for small pharmacies and Distance Selling Pharmacies. Further details <a href="#">here</a> .	
<b>Pharmacy Profile Update</b>	Contractual	Quarterly (from 1 January 2021)	Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year.	
<b>COVID-19 PPE reimbursement</b>	Pharmacy Income	From 1 January 2021	PSNC & the DHSC are finalising a mechanism to allow claims for PPE. Any PPE purchased by 31 December 2020 will be covered by the reimbursement mechanism if it will be used by the end of March 2021.  From 1 January 2021 PPE will not be reimbursable via the mechanism under discussion. If you have not already done so, sign up to the <a href="#">PPE Portal</a> to ensure you have access to free stock.	
<b>Pandemic Delivery Service Claims</b>	Pharmacy Income	5 January 2021	Ensure you claim for your deliveries under the advanced service (via MYS) by 5 January 2021.	
<b>PQS 20-21 Parts 1</b>	Pharmacy Income	29 January 2021	Detailed guidance and a checklist can be found on the <a href="#">PSNC Website</a> .  Access training from VirtualOutcomes <a href="#">here</a> .	
<b>PQS 20-21 Part 2 (Updated)</b>	Pharmacy Income	Declaration window 1 – 26 February 2021	<b>Update:</b> The PQS Part 2 2020/21 declaration will still take place as planned between 09:00 on 1 February 2021 and 23:59 on 26 February 2021, however, you will have until <b>30 June 2021</b> to complete any elements of the scheme you have declared as having met.  Detailed guidance and supporting materials can be found on the <a href="#">PSNC website</a> . This now includes a <a href="#">PQS Part 2 Evidence Checklist and PharmOutcomes Framework</a> .  Download the LPC PQS Part 2 training summary <a href="#">here</a> . Access training from VirtualOutcomes <a href="#">here</a> .	

			<p>Access the local anti-biotic formulary to support Domain 1 <a href="#">here</a>.</p> <p>Respond promptly to any messages from your PCN Lead to ensure you are a part of the discussions for the PCN Domains.</p>	
<b>Discharge Medicines Service</b>	Essential Service	From 15 February 2021	Familiarise yourself with the new Discharge Medicines Service. Information is now available on the <a href="#">PSNC website</a> .	

<b>COVID 19</b>	Contractor Support	Ongoing	<p>Ensure you keep up to date with the national &amp; local guidance:</p> <ul style="list-style-type: none"> <li>• <a href="#">PSNC</a> – for the latest news round-up</li> <li>• <a href="#">GOV.UK</a> – for advice for healthcare professionals</li> <li>• <a href="#">PHE</a> – for posters and resources</li> <li>• <a href="#">LPC</a> – for next steps, links to national information and links to local information (as it becomes available)</li> <li>• PSNC for the latest in on PPE <a href="#">availability</a></li> <li>• Look out for the most up to date information and guidance via your NHS Shared Mailbox</li> </ul> <p>Please contact the LPC if you require urgent support using <a href="mailto:support@cpcw.org.uk">support@cpcw.org.uk</a></p>	
-----------------	--------------------	---------	--	--

## Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Local Services</b>	Pharmacy income	By the 5 <sup>th</sup> of every month	Please claim all your locally commissioned services ( <i>typically</i> ) by the 5 <sup>th</sup> of the month	
<b>Check Shared Mailbox</b>	Pharmacy Business	Ongoing	<p>NHSE&amp;I regularly send important communications to your NHS Shared Mailbox</p> <p>Please ensure sufficient staff have access your Mailbox and that it is checked at least once daily</p>	
<b>VirtualOutcomes</b>	Workforce training	Ongoing	<p>A new module will be released every month.</p> <p>Access your training <a href="#">here</a></p>	
<b>LPC Mailing List</b>	Pharmacy Mailing List	Ongoing	Encourage your locums to join the LPC mailing list to ensure they are up to date with rapidly changing pharmacy environment	

## If you require support from the LPC please contact us:

Adam Irvine (Chief Executive Officer)  
 Suzanne Austin (Pharmacy Services Manager)  
 Alison Williams (Business Support Officer)

[adam@cpcw.org.uk](mailto:adam@cpcw.org.uk)  
[suzanne@cpcw.org.uk](mailto:suzanne@cpcw.org.uk)  
[alison@cpcw.org.uk](mailto:alison@cpcw.org.uk)

T: 07795 123165  
 T: 07523 056987  
 T: 07828 832782

Follow us on Twitter  
 Visit our website

@CPCW\_Matters  
<https://www.cpcw.org.uk/>

*Disclaimer: This guidance has been produced by Community Pharmacy Cheshire & Wirral 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.*