



Community Pharmacy
Cheshire and Wirral



Community Pharmacy Deadline Tracker December 2021

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Mandatory Health Campaign	Contractual	22 November 2021 – 31 December	<p>This is the second mandated health campaign for 2021/22. You will be required to recording participation on PharmOutcomes between 4 and 11 January 2022.</p> <p>This campaign is part of the national campaign that encourages people to protect themselves and their loved ones against COVID-19 and flu</p> <p>If you have not received your campaign materials by 1 December, please e-mail Marketing@dhsc.gov.uk stating the pharmacy name, address, and the name of the campaign</p>	
Hypertension Case Finding Service	Service Deliver	Act now	<p>Get ready to deliver the service by reviewing the resources on the PSNC website</p> <p>Watch the PSNC webinar on demand</p>	
COVID Boosters	Staff support	Act now	<p>Ensure your staff who are eligible for a booster dose know how to book. Find out more here</p>	
Pharmacy Profile Update	Contractual	In advance Christmas	<p>Ensure your Directory of Services and NHS website profiles are up to date with your opening hours over the Christmas and New Year holiday period</p>	
Christmas Opening Times Reminder	Contractual – risk of breach notice if not complete	Over the Christmas Period	<p>You are required to notify your patients of the nearest pharmacies open to your pharmacy on the Bank Holiday dates if you are closed.</p> <p>Details of pharmacies directed to open over the Bank Holidays, are available on the LPC website</p>	
Clinical Audit 2021/22	Contractual	To be announced	<p>The mandatory clinical audit for 21/22 has been announced. Early information can be found on the PSNC website</p> <p>Further details will follow from PSNC and the LPC when available</p>	
Payment Timetable & Deadlines	Service Delivery		<p>For up-to-date information regarding deadlines for national service claims and other deadlines please access the information on the PSNC website</p>	

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Pharmacy Quality Scheme	Pharmacy income	On-going	<p>Ensure your team is ready for PQS. Access the key resources below:</p> <ul style="list-style-type: none"> • NHSE&I Guidance • PSNC Briefing 034/21: Pharmacy Quality Scheme – Important dates for the diary • PSNC Briefing 025/21: Pharmacy Quality Scheme – Summary of the training requirements for the 2021/22 Scheme • PSNC Briefing 029/21: Pharmacy Quality Scheme – Guidance for pharmacy contractors on the PCN domain (August 2021) • PSNC Community Pharmacy Patient Safety Group - Resource to complete the patient safety report • Watch the PSNC webinar on demand • Access the PSNC PQS hub page 	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Local Services	Pharmacy income	<i>Typically</i> , by the 5 th of every month	Please claim all your locally commissioned services (<i>typically</i>) by the 5 th of the month	
Pharmacy Profile Update	Contractual	Quarterly	Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year	
Check Shared Mailbox	Pharmacy Business	Ongoing	<p>NHSE&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>	
VirtualOutcomes	Workforce training	Ongoing	A new module will be released every month. Access here	
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:

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