

Annex F - GP referral pathway engagement activity checklist

Requirements	Activity Checklist	Resources
<p>a. The contractor has participated in discussions with a delivery partner/LPC lead to explore how they might promote uptake of CPCS locally. This could include early exploration of options, through to discussing the planning process for rollout of the referral pathway</p>	<ul style="list-style-type: none"> • Attend the Pharmacy Engagement Webinar • Slides will be made available after the events on the GMLPC/GMHCA website to ensure accessibility for anyone who cannot attend 	<p>Please book your place on one of the Pharmacy Engagement Webinars by selecting your preferred session below:</p> <ul style="list-style-type: none"> • Tuesday 30th March: 1-2pm • Wednesday 21st April: 7-8pm • Wednesday 19th May: 1-2pm
<p>b. The contractor has participated in meetings, which may be web-based and organised by others, to brief pharmacies and potentially general practices on the referral process which will be implemented, including how pharmacies will be involved in the pathway. Where a contractor has no representative available to attend a meeting at the time set, they should instead seek a briefing from the delivery partner/LPC lead on the matters discussed to ensure that they remain fully engaged with local plans</p>	<ul style="list-style-type: none"> • Attend the Pharmacy Engagement Webinar • This will outline the GM processes which have been agreed for all PCNs across GM and are available on the GMLPC website 	<p>Please book your place on one of the Pharmacy Engagement Webinars by selecting your preferred session below:</p> <ul style="list-style-type: none"> • Tuesday 30th March: 1-2pm • Wednesday 21st April: 7-8pm • Wednesday 19th May: 1-2pm
<p>c. The contractor must ensure that relevant members of the pharmacy team have read and understood any briefing materials prepared locally by the PCN or delivery partners on the referral pathway and any rollout plans</p>	<ul style="list-style-type: none"> • Use the slides provided following the webinars to brief pharmacy teams • The GM Processes which will be detailed in the slides have been agreed for all PCNs across GM • Record staff briefings on your PSNC 'GP referral pathway to the CPCS - Action plan template for pharmacy teams' 	<ul style="list-style-type: none"> • Access the slides on the GMLPC website following the webinar • Keep record of staff briefings using the PSNC Action Plan Template

<p>d. The contractor should create an action plan for implementing the new referral pathway in the pharmacy, including ensuring their NHS CPCS standard operating procedure is updated to include the GP referral pathway and the associated record keeping and data capture requirements</p>	<ul style="list-style-type: none"> Review & complete the PSNC 'GP referral pathway to the CPCS - Action plan template for pharmacy teams' 	<ul style="list-style-type: none"> Complete the PSNC Action Plan Template
<p>e. The contractor must ensure that relevant members of the pharmacy team are fully briefed and have read and understood information within the updated NHS CPCS service specification and associated toolkit which is pertinent to their role</p>	<ul style="list-style-type: none"> Use the slides provided following the webinars to brief pharmacy teams The GM Processes which will be detailed in the slides have been agreed for all PCNs across GM Record staff briefings on your PSNC 'GP referral pathway to the CPCS - Action plan template for pharmacy teams' Access the NHSBSA and PSNC websites for further information 	<ul style="list-style-type: none"> Access the slides on the GMLPC website following the webinar Complete the PSNC Action Plan Template Access the NHSBSA and PSNC websites for further information