

June 2021

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

## Date Sensitive Tasks

The following tasks need to be completed on by the date specified below:

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Mandatory Health Campaign</b>	Contractual	<b>Act Now</b>	<p>The topic for the first health campaign for 2021/22 is COVID-19 Vaccination. You must participate as part of your NHS contractual requirements.</p> <p>Material will arrive by 30<sup>th</sup> May and should be displayed for a minimum of two months.</p> <p>If your pack does not arrive replacement packs can be ordered from the <a href="#">PHE Campaign Resource Centre</a>.</p> <p>Find out more on the <a href="#">PSNC website</a>.</p>	
<b>May Bank Holiday Opening Times Reminder</b>	Contractual – risk of breach notice	<b>Over the May Bank Holidays</b>	<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 available on the <a href="#">LPC website</a>.</p>	
<b>COVID-19 Vaccination for Pharmacy Staff</b>	Staff well-being	<b>Act now</b>	<p>Any staff who are yet to be vaccinated can now book online <a href="#">here</a>.</p> <p>As part of the booking process, eligible staff need to self-declare they are a health or social care worker and they will be asked for identification and written authorisation when they attend their vaccination appointment.</p>	
<b>Vaccination Training</b>	Service Delivery	<b>Ongoing</b>	Click <a href="#">here</a> for details of local vaccination training.	

<b>Pharmacy Collect C-19 Test Distribution Service</b>	Service Delivery	<b>Weekly</b>	<p>Data for this service should be recorded on MYS before the close of play on the last trading day of each week.</p> <p>Find out more on the <a href="#">PSNC website</a>.</p> <p>Access further information and the PSNC FAQ <a href="#">here</a>.</p> <p>At the time of publication, the service is due to end on 30th June 2021.</p>	
<b>Pharmacy Quality Scheme (Upcoming Deadline)</b>	Pharmacy Income	<b>30th June 2021</b>	<p>The declaration period for PQS ended on March 1<sup>st</sup>, 2021, however contractors were given flexibility until 30<sup>th</sup> June 2021 to collate the evidence to demonstrate that they are compliant with the requirements of some domains.</p> <p>Find out more on the <a href="#">PSNC website</a> and ensure you have the evidence you need.</p>	
<b>Pandemic Delivery Service</b>	Service Delivery	<b>30th June 2021</b>	<p><b>This essential service will continue for patients</b> who have been notified of the need to self-isolate by NHS Test and Trace until June 30<sup>th</sup> 2021.</p> <p>Find out more on the <a href="#">PSNC website</a>.</p>	
<b>GPCPCS Implementation</b>	Pharmacy Income	<b>30th June 2021 (to claim your fee via MYS)</b>	<p>Contractors registered to provide the CPCS will be able to claim via the <a href="#">NHSBSA Manage Your Service (MYS) portal</a> a £300 engagement and setup payment if they undertake a range of actions to get ready for rolling out the GP referral pathway in their area.</p> <p>The requirements are detailed in Annex F of the <a href="#">updated service specification</a></p> <p>Further information:</p> <ul style="list-style-type: none"> <li>• Access clinical training for pharmacists via the <a href="#">RPS</a></li> <li>• Find out more about GPCPCS and read the updated service specification and toolkit on the <a href="#">PSNC website</a></li> <li>• Download and start to complete the <a href="#">GPCPCS Community Pharmacy Action Plan</a></li> </ul> <p>For a status update of all current PCNs, please see the <a href="#">GMLPC website</a>. Please look out for regular GP CPCS updates via newsletters and website.</p>	

<b>DSP Toolkit (Upcoming Deadline)</b>	Contractual – risk of breach notice if not complete	<b>30th June 2021</b>	The deadline for completion of the 2020/21 toolkit is <b>30th June 2021</b> .  Find out more on the <a href="#">PSNC website</a>	
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## Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Check NHS shared mailbox</b>	Pharmacy Business	<b>Daily</b>	NHSE&I, NHSBA & GMLPC regularly send important communications to your NHS Shared Mailbox.  Please ensure enough staff have access your Mailbox and that it is checked at least once daily.	
<b>COVID 19</b>	Contractor Support	<b>Ongoing</b>	Ensure you keep up to date with the national & local guidance: <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>• Look out for the most up to date information and guidance via your NHS Shared Mailbox</li> </ul>	
<b>GMLPC Mailing List</b>	Communications	<b>Ongoing</b>	Encourage your locums and the rest of your pharmacy team to join the <a href="#">GMLPC newsletter mailing list</a> to ensure they are up to date with new guidance and updates in the rapidly changing pharmacy environment.	
<b>GMLPC PCN WhatsApp Groups &amp; Broadcast List</b>	Communications	<b>Ongoing</b>	GMLPC has created WhatsApp groups on contractor’s behalf to support and facilitate effective communication between pharmacies in your PCN and your Community Pharmacy PCN Lead.  If you would like to be added to your PCN WhatsApp Group or the Broadcast List for important updates, please contact the team on <a href="mailto:enquiries@gmlpc.org.uk">enquiries@gmlpc.org.uk</a>	
<b>Sit-Rep</b>	System Resilience	<b>Ongoing</b>	A link to the sit-rep will be sent to your NHS shared mailbox each week. Please complete if there is a change to your situation.	

<b>Local Services</b>	Pharmacy Income	<b>By the 5<sup>th</sup> of each month</b>	Please claim all your locally commissioned services by the 5 <sup>th</sup> of the month.	
<b>Pharmacy Profile Update</b>	Contractual	<b>Quarterly</b>	Ensure your Directory of Services and NHS website profiles are up to date and verify each quarter of the financial year.	

**If you require additional support from the LPC please contact the GMLPC team:**

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