

July 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
30th June Deadlines	Contractual / Service Delivery	30th June 2021	Access information regarding the 30th June contractual requirements on the LPC website:	
			GPCPCS – Complete annex F and claim the set-up payment	
			Complete the DSP Toolkit	
			Complete outstanding PQS Actions	
			Update your DOS profile	
			Update your NHS website profile	
C-19 Test Distribution Service	Service Delivery	Weekly	<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 PSNC website.</p> <p>Access further information and the PSNC FAQ here.</p> <p>Contractors will be aware that the service specification states a review of the service will be undertaken at the end of June 2021.</p> <p>In the meantime, the service continues to be commissioned, as set out in the service specification until 29th August 2021.</p> <p>Further information is available here</p> <p>Further updates will be provided in due course</p>	

CPAF	Contractual	24th July 2021	<p>All contractors are required to complete the CPAF screening by 24th July 2021.</p> <p>Find out more on the PSNC website.</p> <p>Download the PSNC briefing here.</p>	
Get ready for Flu	Service Delivery	Ongoing	<p>Check the update published by PSNC to ensure you have the training you need for the 21/22 season.</p>	
Mandatory Health Campaign	Contractual	Act Now	<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 should have arrived by 30th 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 PHE Campaign Resource Centre.</p> <p>Find out more on the PSNC website.</p>	
Covid-19 Costs Claims for Contractors	Pharmacy Income	12th August 2021	<p>Under the agreed deal, contractors will receive payments for their COVID costs on 1st October , following a claiming period between 5th July and 15th August 2021.</p> <p>PSNC will notify contractors when the claim form is available. Please sign up to PSNC's emails to ensure you receive these as soon as they are ready.</p> <p>Further details on the claim process to be provided.</p> <p>For more information click here</p>	
Pandemic Delivery Service – Extended	Service Delivery	30th September 2021	<p>This essential service will continue for patients who have been notified of the need to self-isolate by NHS Test and Trace until September 30th 2021.</p> <p>Find out more on the PSNC website.</p>	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Check NHS shared mailbox	Pharmacy Business	Daily	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.	
COVID 19	Contractor Support	Ongoing	Ensure you keep up to date with the national & local guidance: <ul style="list-style-type: none"> • PSNC – for the latest news round-up • GOV.UK – for advice for healthcare professionals • PHE – for posters and resources • LPC – for next steps, links to national information and links to local information (as it becomes available) • Look out for the most up to date information and guidance via your NHS Shared Mailbox 	
GMLPC Mailing List	Communications	Ongoing	Encourage your locums and the rest of your pharmacy team to join the GMLPC newsletter mailing list to ensure they are up to date with new guidance and updates in the rapidly changing pharmacy environment.	
GMLPC PCN WhatsApp Groups & Broadcast List	Communications	Ongoing	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 enquiries@gmlpc.org.uk	
Sit-Rep	System Resilience	Ongoing	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.	
Local Services	Pharmacy Income	By the 5th of each month	Please claim all your locally commissioned services 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.	

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

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