**Re: Primary Care Networks and the Community Pharmacy Quality Scheme**

Dear [PCN Clinical Director]

You have hopefully already received a letter from the Chief Officer of [LPC Name] regarding the new Pharmacy Quality Scheme for 2020/21 and the two PCN Domains within the scheme; I have included a copy of the information on the scheme that was included with the letter, for your convenience.

I am writing to request that we find a convenient time when we could discuss the Pharmacy Quality Scheme. At the meeting I would like to provide you with a full briefing on the parts of the scheme which relate to working collaboratively with PCNs. These focus on flu vaccination for the 65 years and over group (linked to the NHS Investment and Impact Fund for PCNs) and business continuity plans, in the event that a pharmacy or practice has to temporarily close, for example because staff have to self-isolate due to COVID-19.

When we meet for a discussion it would be helpful to explore the content of the PCN’s flu vaccination plan and then we could discuss how community pharmacy could support the overall efforts to meet this year’s NHS flu vaccination targets.

It would also be helpful to consider how high-level information on each of the member general practices’ business continuity plans could be shared, specifically in relation to their plans for when there is a significant service disruption or they need to close temporarily. I will similarly be discussing the high-level business continuity plans of the community pharmacies within the PCN, so that the likely impact of their temporary closure can be understood by other pharmacies and practices.

I look forward to discussing these matters with you in the near future.

Yours sincerely

[Your Name]

**Pharmacy PCN Lead**

Email: [email address]

Phone: [Phone number]