

## Community Pharmacy Tracker – June 2021

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Mandatory health campaign</b>	Contractual	<b>Now</b>	Covid vaccination campaign – ‘Join the Millions’ To encourage uptake of the vaccination. A campaign pack should have arrived at pharmacy.  This campaign is for a minimum of 2 months. More information <a href="#">here</a>	
<b>Pharmacy Collect</b>	Advanced Service	<b>Weekly</b>	Data needs to be recorded on MYS on the last trading day of the week. This data will populate the payment claim at the end of the month. More information <a href="#">here</a>	
<b>Review Steering Group Webinar</b>	Contractor Support	<b>14<sup>th</sup> June</b>	Review Steering Group (RSG) presentation of the programme plan to the sector at 7.30pm (following the Wright Review)	
<b>Data Security &amp; Protection (DSP) toolkit 2020/21</b>	Contractual	<b>30<sup>th</sup> June</b>	The toolkit, used to make the pharmacy’s information governance (IG) declaration, must be completed <b>by 30<sup>th</sup> June 2021</b> but it is recommended to be done as soon as possible.	
<b>Pharmacy Quality Scheme (PQS) Part 2</b>	Pharmacy Income	<b>30<sup>th</sup> June</b>	Remember to complete any outstanding learning required for the first 3 domains by 30 <sup>th</sup> June and make sure Business Continuity Plans have been sent to your PCN lead.	
<b>CPCS GP referrals – engagement payment</b>	Advanced Service	<b>30<sup>th</sup> June</b>	Complete the activity in Annex F of the service specification to claim £300. Claim on MYS portal.  Service specification and Pharmacy Toolkit are available on the NHS BSA website <a href="#">here</a>	
<b>Pandemic Delivery Service – self isolating</b>	Advanced Service	<b>30<sup>th</sup> June</b>	The Delivery Service continues for those patients that need to self isolate. Patients will need to provide their Track & Trace ID reference number as proof of eligibility. More information <a href="#">here</a>	
<b>Community Pharmacy Assurance Framework CPAF</b>	Contractual	<b>28<sup>th</sup> June – 24<sup>th</sup> July</b>	The 2021/22 CPAF screening questionnaire will be available for completion between Monday 28 June 2021 and Friday 24 July 2021 via MYS.  The 10 question screening questionnaire asks contractors about how they are meeting their contractual obligations.	
<b>Healthy Living Pharmacy</b>	Contractual	<b>Ongoing</b>	ALL PHARMACIES - Make sure you have your HLP Leader and Health Champion in place. Further details <a href="#">PSNC website</a> .  You can train up to 3 health champions per pharmacy free of charge. More information <a href="#">here</a>	
<b>NHS Service Finder</b>	Signposting	<b>Ongoing</b>	Sign up to the NHS Service Finder.  <b>Sign up here</b> <a href="https://finder.directoryofservices.nhs.uk/">https://finder.directoryofservices.nhs.uk/</a>	

### Regular Tasks

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

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<b>Check NHS Shared Mailbox</b>	Pharmacy Business	Daily (minimum)	NHSE&I and CPSC regularly send important communications to your NHS Shared Mailbox.  Please ensure sufficient staff have access your Mailbox and that it is checked at least once daily.	
<b>Pharmacy Profile Update</b>	Contractual	Quarterly	Ensure your Directory of Services (DoS) and NHS website pharmacy profiles are up to date and verify each quarter.	
<b>Local Services</b>	Pharmacy income	By the 5 <sup>th</sup> of each month	Please claim all your locally commissioned services.	
<b>PPE</b>	Staff Safety	Ongoing	The Government's PPE portal is available to obtain <b>all</b> personal protective equipment (PPE); supplies are provided free of charge.  Details on accessing and ordering can be found <a href="#">here</a>  See the updated PHE guidance on the use of PPE by pharmacy staff <a href="#">here</a>	
<b>COVID 19</b>	Contractor Support	Ongoing	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 (including testing and vaccination)</li> </ul>	
<b>Virtual Outcomes</b>	Workforce training	Ongoing	Available free of charge to all community pharmacy staff.  A new module will be released every month. Access <a href="#">here</a> .  Latest modules: <ul style="list-style-type: none"> <li>• Steroid Emergency Card</li> <li>• Pharmacy Collect</li> </ul>	
<b>LPC Mailing List</b>	Pharmacy Mailing List	Ongoing	Encourage locums to join the LPC mailing list to ensure they are up to date with changes. Visit <a href="#">LPC website</a> for sign up.	

### If you require support from CPSC please contact us:

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Disclaimer: This guidance has been produced by Community Pharmacy South Central after reviewing all the information available to us. Every care has been taken in completion of the tracker, but no responsibility can be accepted for any error or consequence of such an error.