

Community Pharmacy Tracker – February 2023

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
Workforce Pressures Survey	Workforce	Now	<p>Available for all Pharmacy Staff including locums to complete. Please complete before Monday 20th February 2023.</p> <p>The survey results will be critical to help show Government and the NHS how difficult things now are for pharmacies, and to persuade them to take action.</p> <p>More information and links to the survey can be found here.</p>	
Pharmacy Quality Scheme (PQS)	Pharmacy Income	6th February 2023	<p>Declaration window opens. Full details of PQS for 2022/23 can be found here.</p> <p>A summary of the domains and the training requirements along with useful resources can be found here: PQS Webpage.</p>	
CPSC Webinar	Information & Support	13th February 2023	<p>At 8pm. The webinar aims to provide you with support and advice to help understand local contractual requirements. This month's focus will be on GP CPCS. Sign up here</p>	
Clinical Audit - Valproate	Contractual	Before 16th February	<p>Must start by 16th February to meet 31st March deadline. Audit is done over a 6 week period.</p> <p>More information on the audit can be found here.</p>	
Pharmacy Quality Scheme (PQS)	Pharmacy Income	3rd March 2023	<p>PQS declaration window closes. For many domains you have until 31st March to complete the work BUT you must have made your declaration by the 3rd March.</p>	
Flu Vaccination Service	Advanced Service	Ongoing	<p>All documents can be found here.</p>	
Covid booster vaccinations	Workforce	12th February 2023	<p>Boosters for frontline health & social care workers will end on the 12th February. You can book via the NBS until this date. Access NBS here.</p> <p>Primary vaccinations for staff who haven't received their first 2 doses is still available.</p>	
Bank Holiday Opening Hours	Contractual	Now	<p>If not already done so, complete the online form for NHSE South East for your Bank Holiday Intended opening/ closing for Easter, May bank holidays (3) and August. Link here.</p>	
Pharmacy Contraception Service	Advanced Service	Soon (March 2023)	<p>Prepare for service launch by reading the service specification and completing the training requirements.</p> <p>Information can be found here.</p>	
PharmOutcomes Access	Information & Support	Now	<p>Check that pharmacy staff have access to PharmOutcomes during all opening times, especially when locums are on duty; set-up additional accounts if needed. Instructions can be found here.</p> <p>Ensure PharmOutcomes is checked regularly throughout the day and action any referrals received.</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	Twice a day (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 twice a day.	
Online Profile Update using NHS Profile Manager	Contractual	Quarterly	Using the NHS Profile Manager, ensure your Directory of Services (DoS) and NHS website pharmacy profiles are up to date. This needs to be verified each quarter. Remember to update your profile if you have to temporarily close the pharmacy during its normal hours.	
Local Services	Pharmacy Income	By the 5 th of each month	Please claim all your locally commissioned services.	
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 	
Virtual Outcomes	Workforce Training	Ongoing	Available free of charge to all community pharmacy staff. A new module will be released every month. Access here . Latest modules: <ul style="list-style-type: none"> • Drugs in Breast Milk • Weight Management • Clinical Audit 	
LPC Mailing List	Pharmacy Mailing List	Ongoing	Encourage locums to join the LPC mailing list to ensure they are up to date with changes. Visit LPC website for sign up.	

If you require support from CPSC please contact us:

Deborah Crockford (Chief Officer)

Alison Freemantle (Professional Services Development Manager)

Artur Pysz (Contractor Development & Support Manager)

Skye White (Office Manager)

Deborah.Crockford@cpsc.org.uk

Tel: 07818 094107

Alison.Freemantle@cpsc.org.uk

Tel: 07394 563189

Artur.Pysz@cpsc.org.uk

Tel: 07394 563188

Skye.White@cpsc.org.uk

Tel: 01252 413778

Follow us on Twitter

[@CPSouthCentral](#)

Visit our website

www.cpsc.org.uk

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.