

Community Pharmacy Tracker – August 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
August Bank Holiday (30th)	Contractual	9th August	Check DoS is accurate for opening/ closing on Monday 30 th August. Check and complete NHSE spreadsheet (sent on email 3 rd August)	
Covid costs claiming	Pharmacy Income	15th August	Claim between 5 th July and 15 th August for costs incurred March 2020 – March 2021. To be paid in October 2021. For more information & to watch the PSNC webinar on demand here	
Pharmacy Collect	Advanced Service	Weekly	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 here Service currently commissioned until 29th August 2021.	
Flu Service 2021	Advanced Service	2nd August	This season's service specification is available. Please familiarise yourself with the service before start date on 1 st Sept. Service Spec	
Pandemic Delivery Service – self isolating	Advanced Service	30th Sept	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 here	
Mandatory health campaign	Contractual	Now	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 here	
Healthy Living Pharmacy	Contractual	Ongoing	ALL PHARMACIES - Make sure you have your HLP Leader and Health Champion in place. Further details PSNC website . Places still available - You can train up to 3 health champions per pharmacy free of charge. More information here	
NHS Service Finder	Signposting	Ongoing	Sign up to the NHS Service Finder. Sign up here https://finder.directoryofservices.nhs.uk/	

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 (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.	
Pharmacy Profile Update	Contractual	Quarterly	Ensure your Directory of Services (DoS) and NHS website pharmacy profiles are up to date and verify each quarter.	
Local Services	Pharmacy income	By the 5 th of each month	Please claim all your locally commissioned services.	
PPE	Staff Safety	Ongoing	The Government's PPE portal is available to obtain all personal protective equipment (PPE); supplies are provided free of charge. Details on accessing and ordering can be found here See the updated PHE guidance on the use of PPE by pharmacy staff here	
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 (including testing and vaccination) 	
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"> • Safe use of Valproate in women and girls - NEW • Steroid Emergency Card • Pharmacy Collect 	
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:

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