

## Community Pharmacy Tracker – May 2025

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>New Medicine Service (NMS)</b>	Pharmacy Income	<b>Now</b>	Changes to how claim for NMS from 1 <sup>st</sup> April. Make sure to claim for intervention and follow up (when completed). <a href="#">Information here</a>	
<b>Pharmacy First</b>	Pharmacy Income	<b>May</b>	The activity threshold of clinical pathway consultations is <b>30 per month for May</b> . This means you need to provide a minimum of 30 consultations that pass the gateway point to be eligible for the £1,000 monthly payment. Action: <ul style="list-style-type: none"> <li>Ensure pharmacy team members are aware of gateway criteria and discuss actions that can support the team to reach the target.</li> </ul>	
<b>Pharmacy Quality Scheme</b>	Pharmacy Income	<b>1<sup>st</sup> May</b>	Window opens to claim Aspiration Payment for PQS at 9am. <a href="#">Details of the PQS</a>	
<b>Pharmacy Quality Scheme</b>	Pharmacy Income	<b>Now</b>	Elements of PQS can be worked on now to complete ahead of Autumn/ Winter. Respiratory elements must be started now	
<b>End of Month Claiming</b>	Pharmacy Income	<b>6<sup>th</sup> May</b>	Make sure you claim your locally commissioned services and advanced services.	
<b>Pharmacy Contraception Service</b>	Pharmacy Income	<b>Sunday 11<sup>th</sup> May</b>	CPPE training event for those not yet confident with initiation of oral contraception. <a href="#">Details here</a>	
<b>Pharmacy Quality Scheme</b>	Pharmacy Income	<b>16<sup>th</sup> May</b>	Window closes for claiming Aspiration Payment for PQS at 11.59pm.	
<b>Pharmacy First</b>	Pharmacy Income	<b>June</b>	Introduction of new 20-29 banding for Pharmacy First monthly payment.	
<b>Pharmacy First</b>	Pharmacy Income	<b>30<sup>th</sup> June</b>	Pharmacies, as well as achieving 20-29 or 30+, must be registered to provide HCFS and contraception service to be eligible for the monthly payment.	
<b>Online NHS Profile Update</b>	Contractual	<b>Quarterly by 30<sup>th</sup> June</b>	<b>MUST DO</b> Make sure you have updated your NHS profile with Flu and Covid vaccination services as appropriate. Remember to add any new services you may now provide. <b>Make sure you verify ALL 5 sections.</b> <a href="#">Profile Manager</a>	
<b>Data Security &amp; Protection Toolkit</b>	Contractual	<b>30<sup>th</sup> June</b>	<b>MUST DO</b> <b>All Pharmacies</b> are required to complete their Data Security & Protection Toolkit. Don't wait until 30th June to complete. <a href="#">Information here</a>	
<b>Pharmacy NHS mailbox</b>	Information & Support	<b>Now</b>	Make sure <b>at least 2 staff</b> have linked NHS emails to your pharmacy shared NHS Mailbox. <a href="#">How to information here.</a>	
<b>PharmOutcomes Access</b>	Information & Support	<b>Now</b>	Check that pharmacy staff have access to PharmOutcomes during <b>all</b> opening times, especially when locums are on duty; set-up additional accounts if needed. Instructions can be found <a href="#">here.</a>  Ensure PharmOutcomes is checked regularly throughout the day and action any referrals received.	

## Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Check NHS Shared Mailbox</b>	Pharmacy Business	Twice a day (minimum)	NHSE&I and CPHIOW 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.	
<b>Online Profile Update using NHS Profile Manager</b>	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. <b>Remember to update your profile if you have to temporarily close the pharmacy during its normal hours.</b>	
<b>Local Services</b>	Pharmacy Income	By the 5 <sup>th</sup> of each month	Please claim all your locally commissioned services.	
<b>Virtual Outcomes</b>	Workforce Training	Ongoing	Available free of charge to all community pharmacy staff. Access <a href="#">here</a> .  Latest modules: <ul style="list-style-type: none"> <li>• Pharmacy Contract 25/26</li> <li>• PQS part 1</li> <li>• PQS part 2</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 CPHIOW please contact us:

Alison Freemantle (Joint Chief Officer)	<a href="mailto:Alison.Freemantle@cpsc.org.uk">Alison.Freemantle@cpsc.org.uk</a>	Tel: 07394 563189
Artur Pysz (Joint Chief Officer)	<a href="mailto:Artur.Pysz@cpsc.org.uk">Artur.Pysz@cpsc.org.uk</a>	Tel: 07394 563188
Skye White (Office Manager)	<a href="mailto:Skye.White@cpsc.org.uk">Skye.White@cpsc.org.uk</a>	Tel: 01252 413778

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Disclaimer: This guidance has been produced by Community Pharmacy Hampshire & Isle of Wight 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.