

## Community Pharmacy Tracker – October 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
Pharmacy Quality Scheme	Pharmacy Income	Now	The Clinical Audit can be started now. It will take 4 to 8 weeks to complete. <a href="#">More information</a>	
Online NHS Profile Update	Contractual	Quarterly by 30th September	<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 such as flu and covid vaccinations. <b>Make sure you verify ALL 5 sections.</b> <a href="#">Profile Manager</a>	
Pharmacy First	Pharmacy Income	October	The activity threshold of clinical pathway consultations is <b>30 per month for October</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 (or 20+ for £500) Action: <ul style="list-style-type: none"> <li>Ensure pharmacy team members are aware of new gateway criteria and discuss actions that can support the team to reach the target.</li> </ul>	
DSP Service Changes	Pharmacy Income	1 <sup>st</sup> October	DSP's can no longer provide face to face Advanced, National Enhanced and Enhanced Services on pharmacy premises.	
Vaccination Services	Pharmacy Income	1 <sup>st</sup> October	Covid and flu vaccinations start for all cohorts	
Children's Flu Vaccination Service	Pharmacy Income	1 <sup>st</sup> October	Register on MYS to be able to provide this service from 1 <sup>st</sup> October. You need to register to receive the vaccine.	
Pharmacy First	Pharmacy Income	1 <sup>st</sup> October	New PGDs must be signed and all staff should understand the new gateway criteria. <a href="#">More information</a>	
End of Month Claiming	Pharmacy Income	5 <sup>th</sup> October	Make sure you claim your locally commissioned services and advanced services.	
New Medicine Service (NMS)	Pharmacy Income	29 <sup>th</sup> October	Introduction of anti depressants into the service. CPPE training is available to support.	
Pharmacy Contraception Service	Pharmacy Income	29 <sup>th</sup> October	Updates to the oral contraception PGDs come into effect and the introduction of emergency contraception start. This is still a provisional date. CPE webinar available on <b>Thursday 9th October at 7.30pm</b>	
Pharmacy NHS mailbox	Information & Support	Now	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>	
PharmOutcomes Access	Information & Support	Now	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>• Flu vaccination Service</li> <li>• Skin Rashes part 3</li> <li>• ABPM</li> <li>• Pharmacy Contract 25/26</li> <li>• PQS</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:

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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.