

Community Pharmacy Tracker – January 2026

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. More information	
Additional Winter Funding	Pharmacy Income	Now – 30th January	Hampshire & Isle of Wight Winter Funding Tier 1 Claiming. Claim now. Claiming window closes Friday 30 th January at 11.59pm More information	
Covid Vaccinations (Spring 2026)	Pharmacy Income	Now – 2nd February	Registration for the spring 2026 COVID-19 Vaccination Service open now and closes on 2 nd February. Pharmacies must complete their electronic registration declaration using this form	
Oriel Registration for 27/28	Information & Support	8th January – 3rd March	Pharmacies need to register on Oriel if you want to host a trainee pharmacist for 27/28. More information	
ICB Health Campaign	Contractual	10th January – 2nd February	Mandatory Hampshire & Isle of Wight ICB More information	
Pharmacy First	Pharmacy Income	January	The activity threshold of clinical pathway consultations is 30 per month for January . 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).	
National Health Campaign	Contractual	2nd February – 22nd February	Mandatory The second national health campaign promoting Pharmacy First. More information	
Pharmacy Quality Scheme	Pharmacy Income	2nd – 27th February	Declaration window open from 2 nd February – 27 th February.	
Pharmacy Quality Scheme	Pharmacy Income	3rd February	Sore Throat Audit – Last day to start the audit to be able to complete by 31 st March	
Women's Health Workshop	Information & Support	15th March	A face to face workshop including CPPE EHC workshop (PQS requirement). Booking not yet open – save the date.	
Pharmacy Quality Scheme	Pharmacy Income	31st March	Last day to complete all elements of the Pharmacy Quality Scheme 25/26.	
Online NHS Profile Update	Contractual	Quarterly by 31st March	MUST DO 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. Make sure you verify ALL 5 sections. Profile Manager	
Pharmacy NHS mailbox	Information & Support	Now	Make sure at least 2 staff have linked NHS emails to your pharmacy shared NHS Mailbox. How to information here.	
PharmOutcomes Access	Information & Support	Now	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 . 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
Check NHS Shared Mailbox	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.	
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.	
Virtual Outcomes	Workforce Training	Ongoing	Available free of charge to all community pharmacy staff. Access here . Latest modules: <ul style="list-style-type: none">• Skin Rashes 4• Pharmacy Contraception Service• Skin Rashes part 3	
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 CPHIOW please contact us:

Alison Freemantle (Joint Chief Officer)

Alison.Freemantle@cpsc.org.uk

Tel: 07394 563189

Artur Pysz (Joint Chief Officer)

Artur.Pysz@cpsc.org.uk

Tel: 07394 563188

Ranjit Pontefract

Office@cpsc.org.uk

Tel: 07874863687

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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.