



## Community Pharmacy Deadline Tracker August 2022

If you are part of a pharmacy group or multiple, please liaise with your company managers/head office as necessary

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Stop Smoking Advance Service Webinar</b>	Service Delivery	27 July 2022 at 7.30pm via Zoom	Join our webinar to find out more about the launch of the Advanced Smoking Cessation Service and the pathway in Cheshire & Mersey  Further details and booking information can be accessed <a href="#">here</a>	
<b>CPAF</b>	Contractual	31 August 2022	All contractors are required to complete the CPAF screening by 31 August 2022  Find out more on the <a href="#">PSNC website</a> . Download the PSNC briefing <a href="#">here</a>	
<b>Get ready for Flu</b>	Service Delivery	Ongoing	Check the latest <a href="#">update</a> published by PSNC to ensure you are ready to deliver the flu service: <ul style="list-style-type: none"> <li>• Read the latest <a href="#">Flu Letters</a> from the DHSC, PHE &amp; NHSE&amp;I</li> <li>• <a href="#">Training requirements</a></li> <li>• <a href="#">Locally arranged training</a> – 31 July 2022 (Runcorn)</li> <li>• <a href="#">50-64 age group announcement</a></li> </ul>	
<b>HRT SSP Endorsement Errors</b>	Pharmacy Income	Ongoing	Ensure you are following the correct process for claiming HRT SSPs. Read the update from PSNC <a href="#">here</a>	
<b>LPC Annual General Meeting</b>	LPC Governance	7 September 2022	The LPC will be hosting their AGM on 7 September 2022  Look out for e-mails from the LPC with further details	

### Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
<b>Local Services</b>	Pharmacy income	<i>Typically</i> , by the 5 <sup>th</sup> of every month	Please claim all your locally commissioned services ( <i>typically</i> ) by the 5 <sup>th</sup> of the month	
<b>Check Shared Mailbox</b>	Pharmacy Business	Ongoing	NHSE&I 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	
<b>VirtualOutcomes</b>	Workforce training	Ongoing	A new module will be released every month. Access <a href="#">here</a>	
<b>LPC Mailing List</b>	Pharmacy Mailing List	Ongoing	Encourage your locums to join the LPC mailing list to ensure they are up to date with the rapidly changing pharmacy environment	

## If you require support from the LPC please contact us:

Adam Irvine (Chief Executive Officer)  
Suzanne Austin (Pharmacy Services Manager)  
Gary Pickering (Pharmacy Services Manager)  
Alison Williams (Business Support Officer)  
Sara Davies (Engagement Officer)

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