

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
Requirement to undertake a Patient Satisfaction Survey	Requirement removed	Requirement removed	In recognition of the workload associated with completing the annual workforce survey the requirement to undertake an annual patient satisfaction survey will be removed from the Terms of Service from 1 October 2022	
Community Pharmacy Contractual Framework 2022/23 and 2023/24	Pharmacy Income	Review now Webinar: 4 October 2022	The CPCF arrangements for 2022/23 and 2023/24 have been agreed. Read the letter here: <ul style="list-style-type: none"> • Joint letter to contractors from PSNC, DHSC and NHS England • Click here to: Sign up for PSNC's contractor webinar on 4 October at 7.30pm • Read the: PSNC Briefing 029/22: CPCF Arrangements for 2022/23 and 2023/24 	
PSNC Discount Deduction Webinar	Pharmacy Income	12 October	Mike Dent (PSNC Director of Pharmacy Funding) and Jack Cresswell (PSNC Funding Strategy Manager) will be hosting a webinar about changes to the discount deduction system on Wednesday 12 October at 7.30pm Book your place here	
PQS	Pharmacy Income	Review now	Initial details of the new Pharmacy Quality Scheme (PQS) for 2022/23 have been released: <ul style="list-style-type: none"> • Details can be found here • A summary of the training requirements can be found here 	
Workforce Survey	Contractual	Autumn 2022	Read the announcement from PSNC that the completion of the HEE Workforce survey will become a contractual requirement from the 1 October 2022 Look out for further details from your LPC, PSNC and the NHSBSA	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
NMS & Transition payments	Pharmacy Income	Ongoing	Ensure you complete at least one NMS every month to meet one of the requirements to receive your transition payments Find out more about the full requirements for transition payments here	
Local Services	Pharmacy income	<i>Typically</i> , by the 5 th of every month	Please claim all your locally commissioned services (<i>typically</i>) by the 5 th of the month	
Check Shared Mailbox	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	
VirtualOutcomes	Workforce training	Ongoing	A new module will be released every month. Access here	
LPC Mailing List	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:

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 Suzanne Austin (Pharmacy Services Manager)
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