



Community Pharmacy Deadline Tracker September 2024

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
August Bank Holiday Opening Times	Contractual	Act now	<p>A copy of pharmacies directed to open over the bank holiday weekend can be downloaded from the LPC website</p> <p>Pharmacies who are directed to open during August should log into PharmOutcomes complete the PharmOutcomes template (Directed Rota Claim Form) within 28 days of the date of the rota</p>	
Get ready for Flu	Service Delivery	Ongoing	<p>Check the latest information published by CPE to ensure you are ready to deliver the flu service:</p> <ul style="list-style-type: none"> • Read the latest Flu Letter from the DHSC, PHE & NHSE&I • Service Specification & PGD <p>Please note flu vaccinations for pregnant women only, will commence from Sunday 1 September 2024. The main flu and COVID-19 vaccination campaigns will both commence on Thursday 3 October 2024. This start date reflects JCVI advice that the flu vaccine's effectiveness can wane over time in adults and so a later start date is preferable</p>	
Pharmacy First Thresholds: Share your views	Service income	26 August 2024	<p>CPE are asking Community pharmacy owners to share views about increasing Pharmacy First thresholds, as well as the impact of GP action, ahead of the next full Community Pharmacy England Committee meeting in September.</p> <p>Find our more and complete the survey here</p>	
PNA Survey	Contractor support	31 August 2024	<p>Please complete the PharmOutcomes template as soon as possible to provide information that will inform the next set of PNAs. The survey is listed under PNA on your PharmOutcomes Services Tab</p> <p><i>If you work for a multiple pharmacy group please check if the survey should be completed in the pharmacy or if your head office will complete it for you</i></p>	
Pharmacy First	Service Income	September 2024	<p>At the time of publication, the activity threshold for clinical pathway consultations for September 2024 increases to 20. This means you have to provide a minimum of 20 consultations that pass the gateway point to be eligible for the £1,000 monthly payment</p> <p>Access the new Pharmacy First Top Tips from VirtualOutcomes here</p> <p>Access the new CPE Pharmacy First myth-busting here</p>	

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Pharmacy Profile Update	Contractual	30 September 2024	Ensure your Directory of Services and NHS website profiles are accurate by updating your NHS Profile Manager once each quarter; the deadline for this quarter is 30 September 2024	

Regular Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Pharmacy First	Service Income	By the 5 th of the month	Remember to claim every month for service activity via MYS	
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	
NHS Mail	Pharmacy IT	Access regularly (at least once a month)	Ensure you access your personal NHS.net email regularly (at least once every 30 days) to avoid your account being deleted Further information is available here Please remember that NHSmail is set to make multi-factor authentication mandatory. Find out more here	
PharmOutcomes	Act now	Ongoing	Check PharmOutcomes a minimum of three times a day for referrals for the following services: <ul style="list-style-type: none"> • The Pharmacy First Service • The Discharge Medicines Service • The Hypertension Case Finding • The Contraception Service • The Smoking Cessation service 	
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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