**Community Pharmacy Deadline Tracker –January 2023**

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

| **Subject** | **Actions and links** | **Tick when done** |
| --- | --- | --- |
| **Pharmacy Quality Scheme**  **2022-23 and 2023-24** | Full details of PQS for 2022/23 have been released. Key information here:  • [Access full PQS details](https://psnc.org.uk/quality-and-regulations/pharmacy-quality-scheme/)  • [NHSE Guidance](https://www.england.nhs.uk/publication/pharmacy-quality-scheme-guidance/)  • [PQS 2022/23 digital guide](https://psnc.org.uk/quality-and-regulations/pharmacy-quality-scheme/pqs-2022-23-digital-guide/)  • [Key date summary](https://psnc.org.uk/wp-content/uploads/2022/10/PSNC-Briefing-033.22-Important-PQS-dates.pdf)  • [Training requirement summary](https://psnc.org.uk/briefings/pharmacy-quality-scheme-summary-of-the-training-requirements-for-the-2022-23-scheme/)  • [Action and Evidence Portfolio](https://psnc.org.uk/briefings/pharmacy-quality-scheme-2022-23-action-and-evidence-portfolio-workbook/)  • [NMS Tracker](https://www.nhsbsa.nhs.uk/provider-assurance-pharmaceutical-services/pharmacy-quality-scheme-pqs)  • [NHS Safeguarding App](https://www.england.nhs.uk/safeguarding/nhs-england-safeguarding-app/)  Community pharmacies can access the assessment framework on PharmOutcomes (free of charge). The framework allows contractors and their teams to track progress towards achieving PQS. Access by selecting “Assessments” in PharmOutcomes. |  |
| **Palliative Care (PQS)**  **16th January 2023** | If you routinely stock the 16 palliative and end of life critical medicines, please update NHS Profile Manager from 16th January 2023 |  |
| **Antibiotic Review (PQS)**  **4th February 2023 deadline to start** | Deadline to start antibiotic review (eight weeks till 31st March 2023). Action: If you have not started the antibiotic review, start this today. |  |
| **Public Health Campaign**  **Weight Management**  **This is a mandatory requirement**  **End 29th January 2023** | The national mandatory campaign is on weight management. You can order pharmacy specific resources on the [Campaign Resource Centre](https://campaignresources.dhsc.gov.uk/campaigns/better-health-adult-obesity/pharmacy-resources/) website or use the digital campaign resources available on the site.  A [guidance leaflet](https://psnc.org.uk/wp-content/uploads/2022/12/2022.12.09_Pharmacy-Weightloss_A4_4pp_Web_Activation_Guide_Final.pdf) is also available.  Find out more on the [PSNC website](https://psnc.org.uk/our-news/mandatory-weight-management-campaign-in-january/)  This campaign will support achievement of the Pharmacy Quality Scheme Healthy Living Support Domain for which you need to refer at least four patients (who meet the criteria for referral) to [the relevant local authority Tier 2 Weight Management Services](https://devonlpc.org/pharmacy-resources/document-library-n-z/signposting/) or the NHS Digital Weight Management Programme. |  |
| **Update your DOS and NHS profiles using the NHS Profile Manager**  **This is a mandatory requirement**  **Deadline for this quarter is 31st March 2023** | Ensure your Directory of Services and NHS Website profiles are up to date and verified each quarter of the financial year using the new NHS Profile Manager  **What do you need to do?**   * [Register](https://organisation.nhswebsite.nhs.uk/) for the new NHS profile Manager with your personal NHSMail address if you have not already * Check you can access NHS Profile Manager and your pharmacy profile * For each profile check that your opening times and contact information are up to date. Find out more about the profile manager on the [PSNC Website.](https://psnc.org.uk/digital-and-technology/databases-of-pharmacies-and-services/nhs-profile-manager/)   ***Remember to update your profile if you must temporarily close the pharmacy during its normal hours.*** |  |
| **National Clinical Audit**  **This is a mandatory requirement** | PSNC and NHSE have agreed the 2022-23 national clinical audit will focus on valproate, with the aim of reducing the potential harm caused by taking valproate during pregnancy. More details on the [PSNC website](https://psnc.org.uk/our-news/mandatory-national-audit-announced/).  **To be run over a six-week period and completed by 31st March 2023**  **Last possible date to start 17th February 2023** |  |
| **Check Shared Mailbox regularly** | **Important communications from NHSE&I, NHSBSA, PCN pharmacy leads, GP CPCS referrals and the LPC regularly arrive in your NHS Shared Mailbox. Please ensure sufficient staff have access to your mailbox and that it is checked regularly at least three times daily.** |  |
| **Pharmacy First (Local)** | If your pharmacy is signed up to provide the local [Pharmacy First](https://devonccg.nhs.uk/health-services/pharmacy-services/community-pharmacy-minor-ailments-service-pharmacy-first) Service which includes the local PGDs for UTIs, Impetigo and mild inflammatory skin conditions, all pharmacists **(to include locums and relief pharmacists)** are expected to provide the service. You may receive GP CPCS referrals for UTIs which is a positive step forward for patients and your pharmacy.  The Devon ICB website contains the latest list of[**accredited pharmacies.**](https://devonccg.nhs.uk/download/list-of-pharmacies-accredited-to-provide-pharmacy-first-service-v2-may-2022) |  |
| **Unplanned Closures** | The NHSE Pharmacy Team (South West) unplanned Closure Policy came into effect on 1 November 2022.**Please ensure you read this policy and share with relevant colleagues within your Community Pharmacy.**  All resources may be found on the [Devon LPC Website](https://devonlpc.org/pharmacy-resources/resources-g-l/emergency-closure-of-pharmacy/) |  |
| **Contractual Framework Transition Payments** | 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](https://psnc.org.uk/our-news/drug-tariff-update-january-2022-transitional-payment-adjustments/). |  |
| **PharmOutcomes access** | Check that pharmacy staff have access to PharmOutcomes during all opening times, **especially when locums are on duty;** set-up additional accounts if needed. PharmOutcomes must be checked regularly throughout the day and referrals and messages received actioned. |  |
| **Virtual Outcomes** | New modules are released every month and are **currently free to Devon community pharmacy teams.**  **Latest module: NHSE Public Health Campaign 2022-23:** [**Weight Management**](https://www.workcast.com/register?cpak=1875506876061414) |  |
| **LPC mailing list** | Encourage locums to join the LPC mailing list to ensure they are up to date with changes. Visit [LPC website](https://devonlpc.org/about-us/) or see below for sign up. |  |
| **Type 2 Diabetes training course (virtual) 2-part training**  **Devon pharmacies only** | **Part 1, Weds Jan 25th 2023, 19.15 - 21.00:** [Book here:](https://www.eventbrite.co.uk/e/505978965707)   * Type 2 Diabetes pathophysiology and aetiology * Symptoms, diagnosis and complications of T2DM * Principles of management (lifestyle and drugs)   **Part 2, Weds Feb 8th 2023, 19.15 - 21:00:** [Book here:](https://www.eventbrite.co.uk/e/505992787047)   * Cardiovascular outcomes trials in T2DM * Guidelines * Frailty and diabetes |  |

***Disclaimer: This guidance has been produced by Devon LPC 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.***

**Link to PSNC contractual payment tracker** updated October 2022

<https://psnc.org.uk/dispensing-supply/payment-accuracy/monthly-payments/payment-timetable-and-deadline-tracker/>

***Contact details: email*** [***admin@devonlpc.org***](mailto:admin@devonlpc.org) ***or call on 01392 719604 (NOTE NEW NUMBER). Direct message on Twitter @DevonLPC or visit our website*** [***https: www.devonlpc.org***](http://www.devonlpc.org)

Dear Colleague

Please see below important reminders about GP CPCS referrals to ensure smooth running of the service.

* Practices referring must be advised if your pharmacy has to close for any amount of time and you are therefore unable to carry out any consultations; in any event you should also ensure DoS is updated promptly.  Communications is key to building and maintaining relationships.
* Locums can and should deliver this service. You would not turn away a patient walking in off the street wanting advice just because you have locum, this is the same, but via a referral! Printing the referrals out and placing in a red basket into the pharmacists workflow may help.
* If you do need to escalate a patient back to the practice, it would be expected that when sending the re-escalation email that you outline why the patient was being escalated - this is because of the lag of receiving the consultation back from PharmOutcomes and filing in the practice. Obviously if it is a re-escalation over the phone this would not be needed
* Please ensure in the notes section of the form on PharmOutcomes you indicate if you carried out the consultation over the phone or in person (the surgery do not have sight of the tick box that asks you this question)
* When recording service provision on PO it is important that you record contemporaneous, complete notes in the notes section of the form on PharmOutcomes. This should include presenting symptoms, what you discussed with the patient, the outcome of your consultation, whether it was done face to face or remotely, and if there is any follow up / escalation required
* PharmOutcomes **must**be completed and saved and then the practice will receive the notification.
* If you cannot contact the patient after 3 attempts throughout the day, please advise the surgery by email; you should not log patients you cannot contact onto PharmOutcomes as no consultation has been carried out. This is important so that the practice knows you have tried to contact the patient following the referral.
* Please ensure you or another nominated person in the pharmacy are checking the shared NHS mail box at least 3 times a day, and ensure there is someone in the pharmacy that can access nhs shared mail at all times.
* Please don't raise patient expectations by saying that you think they need antibiotics and that is why you are sending them back to the practice.