**Community Pharmacy Deadline Tracker – October 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** |
| --- | --- | --- |
| [**Community Pharmacy Devon AGM**](https://devon.communitypharmacy.org.uk/our-news/devon-lpc-annual-contactors-meeting-and-review-of-annual-accounts-2022-23/) | The Annual Contractors Meeting will be held virtually on Teams on the 16th October 2023 7.15 pm. |  |
| **Pharmacy Quality Scheme 2023-24** | The reduced Year 5 Community Pharmacy Contractual Framework (CPCF) PQS scheme launched on 1 June 2023.**The details of the scheme are included in**[**Part VIIA - Pharmacy Quality Scheme (England) Pharmacy Quality Scheme (PQS) 2023/2024**](https://www.nhsbsa.nhs.uk/sites/default/files/2023-04/Drug%20Tariff%20Part%20VIIA%20PQS%2027042023_0.pdf)**.**  **IMPORTANT NOTE: GATEWAY CRITERIA**  **Pharmacies must complete 15 NMS between 1st April 2023 and 31st December 2023**  **Pharmacies must have claimed for a minimum of 15 NMS between 1st April 2023 and 5th January 2024 to be eligible for a PQS payment** |  |
| **Reminder: Hypertension Case Finding – IT update**  **1st September 2023** | Starting from 1 September 2023, you must use an NHS approved clinical IT system for clinical records and payment claims for the Hypertension case-finding service. Find out more on the [CPE website](https://cpe.org.uk/our-news/hypertension-case-finding-service-you-must-use-an-it-system-from-september/) |  |
| **Medicines Supply and Concessions Briefing Webinar**  **Act Now** | Watch a recording of the CPE Medicines Supply and Concessions Briefing Webinar [here](https://cpe.org.uk/our-news/watch-our-medicines-supply-and-concessions-briefing-webinar/) |  |
| **NHS Profile Manager and updates**  **Deadline for this quarter**  **31st December 2023** | Ensure your DoS and NHS.uk website pharmacy profile is comprehensive and accurate by updating via the NHS Profile Manager. Verify and, where necessary, update the information contained in the profile at least once each quarter.  Online flu vaccination booking details can now be added to your NHS website profile. See [CPE website](https://cpe.org.uk/digital-and-technology/databases-of-pharmacies-and-services/nhs-profile-manager/) for further details. |  |
| **Hypertension Case-Finding Service**  **31st March 2024** | Contractors who sign up for the service in 2023-24 can start working towards achieving their incentive fee for 2023-24 **(need to provide 20 ABPMs between 1st April 2023 and 31st March 2024 to achieve** [**the incentive fee).**](https://cpe.org.uk/national-pharmacy-services/advanced-services/hypertension-case-finding-service/)  **Updating your NHS website and DoS profiles -** NHS Profile Manager has recently been updated so it now allows pharmacy contractors to indicate that they provide the NHS Blood Pressure Check Service. |  |
| **Hypertension Case-Finding Service** | From the 1st September 2023 all contractors MUST use an NHS Approved Clinical IT system to make their records and payment claims for the Hypertension case finding service. For more details and to confirm which IT suppliers have been approved see [here.](https://cpe.org.uk/our-news/hypertension-case-finding-service-you-must-use-an-it-system-from-september/) |  |
| **Flu support** | Download the new resources to support your flu service from the CPE website.  Update your NHS Profile Manager with the details of your patient-facing appointment booking system. Find out more on the [CPE website](https://cpe.org.uk/national-pharmacy-services/advanced-services/flu-vaccination-service/). |  |
| **NHS Mail**  **Check Shared Mailbox regularly** | **Important communications from NHSE&I, NHSBSA, PCN pharmacy leads, GP CPCS referrals and Community Pharmacy Devon 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.** |  |
| **NHS Mail** | Personal NHSMail accounts which are not used for 30 days will be marked inactive and inactive accounts which are not activated within the following 30 days will be deleted.  Ensure you access your personal NHS.net email regularly to avoid your account being deleted. Further information is available [here.](https://psnc.org.uk/our-news/nhsmail-changes-keeping-your-account-active/) |  |
| **Clinical Skills Training opportunities** | **Health Education England** is making available 10,000 module places for clinical skills training for community pharmacists to be delivered by CliniSkills between 17 April 2023 and March 2024.  This offer is available to community pharmacists, including part time staff and locums working in community pharmacy.  To register and find out more about the free training visit the [CliniSkills](https://www.cliniskills.com/community-pharmacists/) website. |  |
| **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. |  |
| **Pharmacy Teams Health and Wellbeing Support**  [**Devon Wellbeing Hub**](https://www.devonwellbeinghub.nhs.uk/) | Need to talk to someone about your own wellbeing; or do you have a colleague who may be struggling? Get the help you need. The Devon Wellbeing Hub is operated by the Devon Partnership Trust on behalf of the Devon ICB and is available to anyone working in healthcare in the county of Devon. https://www.devonwellbeinghub.nhs.uk/ |  |
| **Pharmacist Support**  **ACTNow Wellbeing Campaign**  **16th October 2023** | Prioritise your wellbeing; the next [PharmacistACTNow](https://pharmacistsupport.org/support-our-work/our-wellbeing-campaigns/) campaign is running from the 16th October – 4th November. Sign up to make sure you don’t miss out, and receive free, dedicated wellbeing resources and event information. |  |
| **LPC mailing list** | Encourage locums and the rest of your pharmacy team 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. |  |

[**Link to CPE contractual payment tracker** updated 3rd May 2023](https://cpe.org.uk/funding-and-reimbursement/monthly-payments/payment-timetable-and-deadline-tracker/)

***Contact details: email*** [***admin@cpdevon.org.uk***](mailto:admin@cpdevon.org.uk) ***or call on 01392 719604 (NOTE NEW NUMBER). Direct message on Twitter @DevonLPC or visit our website*** <https://devon.communitypharmacy.org.uk/>

***Disclaimer: This guidance has been produced by Community Pharmacy Devon 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.***