



## Community Pharmacy Kent Deadline Tracker

### November 2023

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

### Date Sensitive Tasks

The following tasks need to be completed on by the date specified below:

Subject	Requirement	Deadline	Action and links	Tick when Completed
Community Pharmacy Workforce Survey	Contractual Requirement	Sunday 17 <sup>th</sup> December 2023	<p><a href="#">Community Pharmacy Workforce Survey 2023</a> launched on 23 October and will <b>close on Sunday 17 December 2023</b>.</p> <p>The survey provides consistent, accurate data to support effective workforce planning. The survey is being conducted by North of England Commissioning Support Unit (NECS) on behalf of NHS England.</p> <p>Please see Community Pharmacy England's information and links to FAQs which may be helpful: <a href="#">Annual workforce survey - Community Pharmacy England (cpe.org.uk)</a>.</p>	
Pharmacy Quality Scheme	Pharmacy income	NMS gateway deadline 31 <sup>st</sup> December 2023	<ul style="list-style-type: none"> <li>• Access the VirtualOutcomes PQS briefing <a href="#">here</a>.</li> <li>• Download a summary of important dates <a href="#">here</a>.</li> </ul> <p>Full PQS details are available on the <a href="#">NHSBSA website</a>.</p> <p>Gateway Criteria - Advanced Services - New Medicine Service (NMS) Contractors must have delivered a minimum of 15 NMS between 1 April 2023 and by the end of 31 December 2023.</p> <p>Further information for contractors who open or change ownership from 1st of June 2023 is detailed in the Drug Tariff.</p>	

Disclaimer: This guidance has been produced by Community Pharmacy Kent 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.



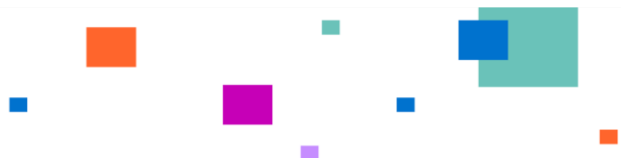
			<p>Contractors will not be required to make a declaration for this gateway criterion as this will be verified by a post payment review of the contractor's NMS payment data between 1st of April 2023 and by the end of 31st of December 2023 held by the NHS Business Services Authority – contractors must ensure all NMS are claimed by the end of 5th of January 2024.</p> <p>Contractors should note that they will not be able to claim payment for the quality criteria during the declaration period if the gateway criterion has not been met.</p> <p><i>PQS Resources:</i></p> <ul style="list-style-type: none"> <li>• Access the VirtualOutcomes PQS training <a href="#">here</a>.</li> <li>• Download a summary of important PQS dates <a href="#">here</a>.</li> <li>• Full PQS details are available on the <a href="#">NHSBSA website</a></li> </ul>	
Hypertension Case-Finding Service	Pharmacy Income	Complete by 31st March 2024	Contractors 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).	
Summary of payments including claiming deadlines	Pharmacy Income	At different dates please follow the summary to make claims	A summary of payment claiming deadlines can be found <a href="#">here</a> .	
Serious Shortage Protocols (SSPs)	Dispensing		Active SSPs Can be found <a href="#">here</a> .	

### Regular Tasks

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

Item	Requirement	Deadline	Action	Completed
PharmOutcomes	Act now	Ongoing	<p>Check Pharm Outcomes a minimum of twice a day for referrals for the following services:</p> <ul style="list-style-type: none"> <li>• The Community Pharmacy Consultation Service (GP and 111 pathways)</li> <li>• The Discharge Medicines Service</li> </ul>	

Disclaimer: This guidance has been produced by Community Pharmacy Kent 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.



			<ul style="list-style-type: none"> <li>• The Hypertension Case Finding</li> <li>• The Smoking Cessation Service</li> </ul>	
<b>Summary of payments including claiming deadlines</b>	Pharmacy income	See dates on attached link	follow the link <a href="#">here</a> below for claiming deadline of nationally commissioned services.	
<b>Serious Shortage Protocols (SSPs)</b>	Dispensing		Click <a href="#">here</a> for active SSPs.	
<b>Community Pharmacy Kent (CPK) newsletter</b>	Communications	Ongoing	Encourage your locums and the rest of your pharmacy team to join the Newsletter Mailing list <a href="#">here</a> to ensure they are up to date with new guidance and updates in the rapidly changing pharmacy environment.	
<b>NHS Mail</b>	Pharmacy IT	Access regularly (at least once a month)	From 1st December 2022, 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 <a href="#">NHSmail changes: keeping your account active - Community Pharmacy England (cpe.org.uk)</a> .	

**If you require additional support from Community Pharmacy Kent (Kent LPC) please contact the office team:**

<b>Name</b>	<b>Job Position</b>	<b>Email contact</b>
Kayleigh Wright	Office Administrator	<a href="mailto:Kayleigh.wright@kentlpc.org.uk">Kayleigh.wright@kentlpc.org.uk</a>
Adeyinka Jolaoso	Service Development Manager	<a href="mailto:Adeyinka.jolaoso@kentlpc.org.uk">Adeyinka.jolaoso@kentlpc.org.uk</a>
Priya Mattu	GPCPCS and DMS project lead	<a href="mailto:Priya.mattu@kentlpc.org.uk">Priya.mattu@kentlpc.org.uk</a>
Mark Anyaegbuna	Chief Executive Officer	<a href="mailto:Mark.anyaegbuna@kentlpc.org.uk">Mark.anyaegbuna@kentlpc.org.uk</a>

Disclaimer: This guidance has been produced by Community Pharmacy Kent 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.