

Community Pharmacy Kent Deadline Tracker March 2026

Please liaise with your company's head office if you are part of a pharmacy group or multiple pharmacies.

Date Sensitive Tasks

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

Subject	Requirement	Deadline	Action and links	Tick when completed
Pharmacy First	Pharmacy Income	2 nd February 2026	Updated Pharmacy First caps come into force for March 2026. If not already done so, please click on this link to see what your pharmacy's first cap is for this month.	
Pharmacy Quality Scheme	Pharmacy Income	31 st March 2026	View the declaration questions here . Deadline for ensuring the requirements of the quality criteria (excluding those that need to be met by the day of the declaration) in domains that you have claimed for have been met	
CPE Pressure Survey	Contractual Requirement	16 th March 2026	CPE has launched its fifth annual Pharmacy Pressures Survey, and are keen to hear from all pharmacy owners and staff Take part and find out more here	
Healthy Living Pharmacy (HLP)	Contractual Requirement	31 st March 2026	Deadline for undertaking a community engagement exercise on the promotion of healthy living Click here to read more.	
PQS – (Antimicrobial Stewardship) AMS	Pharmacy Income	1 st September 2025	The Antimicrobial Stewardship – Pharmacy First consultations clinical audit can be started from this date (the 2025/26 clinical audit can be conducted from 1st September 2025, last start date is the 3rd February 2026, to complete no later than 31st March 2026).	
Regulatory Changes	Contractual Requirement	1 st October 2025	Several regulatory changes are due to come into effect on the 1st October 2025. Click here to read more	
Lateral Flow Device Myth-Busting Series	Pharmacy Income	Ongoing	There is some information to address the misconception about the Lateral Flow Device supply in community pharmacies. Please click on this link to read more	
DMS – Shortened Claim Journey on MYS	Service Income	From 6 th July 2025	NHS England and NHSBSA have agreed to introduce a shortened process for making claims for DMS that will allow pharmacy owners to make	

			and submit claims for the three stages of DMS. To find out more, click here	
NMS – changes to Claiming	Service Income	Ongoing	A new claiming process has been implemented. Please get yourself familiar with the new process and the latest update. Click here for more.	
Post Payment Verification	Contractual	Ongoing	With PPV activity increasing, pharmacy teams need to familiarise themselves with the process and have the necessary records in place. Please click here to read the full guidance.	
Pharmacy Profile Update	Contractual	1 st July – 30 th September 2025	Ensure your Directory of Services and NHS website profiles are up to date by updating your NHS Profile Manager	
MYS – Unplanned Closures	Contractual	Ongoing	The Terms of Service require NHS community pharmacy owners to have a business continuity plan for temporary suspensions due to illness or other reasons beyond their control and to action the plan when necessary. Notifications of unplanned temporary suspensions of services (closures) can now be made via the MYS Portal . Find out more here .	
Summary of payments, including claiming deadlines	Pharmacy income	See dates on the attached link	Follow the link below for the claiming deadline of nationally commissioned services. here	
Serious Shortage Protocols (SSPs)	Dispensing		Active SSPs can be found here	

Regular Tasks

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

Item	Requirement	Deadline	Action	Completed
PharmOutcomes	Act now	Ongoing	Check Pharm Outcomes a minimum of twice a day for referrals.	
Virtual Outcomes	Workforce Training	Ongoing	To access training, click the link Pharmacy Training - Virtual Outcomes This training platform is free to all Community Pharmacy Contractors across Kent and Medway	



Community Pharmacy Kent (CPK) newsletter	Communications	Ongoing	Encourage your locums and the rest of your pharmacy team to join the Newsletter Mailing list here to ensure they are up to date with new guidance and updates in the rapidly changing pharmacy environment.	
NHS Mail	Pharmacy IT	Access regularly (at least once a month)	From 1st December 2022, personal NHS mail accounts that are not used for 30 days will be marked inactive, and inactive accounts that 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	

If you need further support from Community Pharmacy Kent (Kent LPC), please get in touch with the office team.

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