

## Community Pharmacy Kent Deadline Tracker June 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
<b>Pharmacy First</b>	Pharmacy Income	30 <sup>th</sup> June 2026	Updated Pharmacy First caps come into force for June 2026. If not already done so, please click on <a href="#">this link</a> to see what your pharmacy's first cap is for this month.	
<b>Data Security and Protection Toolkit</b>	Contractual Requirement	30 <sup>th</sup> June 2026	Community Pharmacy England previously published updated guidance and support to help community pharmacy owners complete the Data Security and Protection Toolkit (DSPTK) 2026. Please click <a href="#">here</a> to read more.	
<b>COVID – 19 Vaccination</b>	Pharmacy Income	13 <sup>th</sup> April – 30 <sup>th</sup> June 2026	If you have not already done so, we encourage you to consider which promotional materials you can display or use to help drive uptake of the service. Links to supporting resources are available on <a href="#">the CPE Website</a>	
<b>Temporary Closures</b>	Contractual Requirement	Ongoing	NHS England indicated that, currently, pharmacy owners can report via the Manage Your Service (MYS) platform or send an email notification to their ICB. However, from 1 June, MYS will be the only submission method, and pharmacy owners must use it from that date. Once reported via MYS, pharmacy owners do not need to follow up with an email or further notification to their ICB. Please click on <a href="#">this link</a> to read more	
<b>Directory of Services (DoS)</b>	Contractual Requirement	30 <sup>th</sup> June 2026	Update and verify your pharmacy's NHS website profile and DoS by 30 <sup>th</sup> June 2026 for this quarter if you haven't done so already ▪ Find out more about DoS <a href="#">here</a>	
<b>Regulatory Changes</b>	Contractual Requirement	1 <sup>st</sup> October 2025	Several regulatory changes are due to come into effect on the 1st October 2025. Click <a href="#">here</a> to read more	
<b>Lateral Flow Device Myth-Busting Series</b>	Pharmacy Income	Ongoing	There is some information to address the misconception about the Lateral Flow Device supply in community	

			pharmacies. Please click on <a href="#">this link</a> to read more	
<b>DMS – Shortened Claim Journey on MYS</b>	Service Income	From 6 <sup>th</sup> 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 <a href="#">here</a>	
<b>NMS – changes to Claiming</b>	Service Income	Ongoing	A new claiming process has been implemented. Please get yourself familiar with the new process and the latest update. Click <a href="#">here</a> for more.	
<b>Post Payment Verification</b>	Contractual	Ongoing	With PPV activity increasing, pharmacy teams need to familiarise themselves with the process and have the necessary records in place. Please click <a href="#">here</a> to read the full guidance.	
<b>Pharmacy Profile Update</b>	Contractual	1 <sup>st</sup> July – 30 <sup>th</sup> September 2025	Ensure your Directory of Services and NHS website profiles are up to date by updating your <a href="#">NHS Profile Manager</a>	
<b>MYS – Unplanned Closures</b>	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 <a href="#">MYS Portal</a> . Find out more <a href="#">here</a> .	
<b>Summary of payments, including claiming deadlines</b>	Pharmacy income	See dates on the attached link	Follow the link below for the claiming deadline of nationally commissioned services. <a href="#">here</a>	
<b>Serious Shortage Protocols (SSPs)</b>	Dispensing		Active SSPs can be found <a href="#">here</a>	

### Regular Tasks

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

Item	Requirement	Deadline	Action	Completed
<b>PharmOutcomes</b>	Act now	Ongoing	Check Pharm Outcomes a minimum of twice a day for referrals.	
<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 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 <a href="#">here</a>	

**If you need further support from Community Pharmacy Kent (Kent LPC), please contact the office team.**

<b>Name</b>	<b>Job Position</b>	<b>Email contact</b>
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