**Draft Agenda for Pharmacy PCN Lead and PCN Contractor Meeting**

1. **Introduction**
2. **How to use the meeting system and virtual meeting etiquette**
3. **General overview** **of both PCN PQS domains**
4. **Primary Care Network – Influenza vaccination**
   1. Current PCN flu vaccination plan;
   2. Outputs of the contractor survey;
   3. Areas of support suggested by the PCN Clinical Director for consideration;
   4. Discussion on any additional support that could be provided;
   5. Summary of key elements to be included in the Pharmacy PCN flu plan; and
   6. Timescales for when the plan will be issued.
5. **Primary Care Network – Business Continuity**
   1. Currently service disruption or closure plan for each general practice in the PCN;
   2. Contractor discussion - what are my options to prevent a pharmacy closure and any buddy arrangements?
   3. Contractor discussion - who would be impacted if my pharmacy closed?
   4. Opportunity to share - do you need to add to or amend your business continuity plans because of this meeting?
   5. Summary of the key elements in pharmacies’ business continuity plans to be shared in the collated document; and
   6. Timescales for when the document will be issued.
6. **Q & A**
7. **Close**