***Community Pharmacy Deadline Tracker – August 2021***

***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** |
| --- | --- | --- |
| **Pandemic Delivery Service – self isolating**  **Continues until 30th September 2021** | The delivery service continues for those patients that need to self-isolate. Patients will need to provide their Track & Trace ID reference number as proof of eligibility. More information on the PSNC [website](https://psnc.org.uk/the-healthcare-landscape/covid19/pandemic-delivery-service/) |  |
| **Pharmacy Collect**  **c-19 Test Distribution Service – Data recording** | Data for this service should be recorded on MYS before the close of play on the last trading day of each week.  More information available [here.](https://psnc.org.uk/services-commissioning/advanced-services/c-19-lateral-flow-device-distribution-service/) |  |
| **Devon and Torbay Public Health Services Procurement**  **Friday 13th August 2021**  **\*\*(Multiples will be dealing with this centrally)**  **Check the email you registered on Pro-Contract for links to the Volume 3 Submission** | The Devon and Torbay Local Authorities tender went live on the 14th of July 2021. Post 14th July, all those that have successfully registered will receive a link whereby:  They will be expected to download Volume 3 Submission and complete by indicating yes or no to services  Upload the completed document to ProContract   * The **tender submission deadline is Friday 13th August 2021 12:00 noon** * **Intention to award date – Friday 3rd September 2021** - after this date pharmacies will receive a contract, which will need signing and returning, and a suite of specifications relating to the services they have signed up to deliver along with accreditation criteria. * Contractors will only need to action one document, namely ‘Volume 3 Submission’ |  |
| **COVID-19 Costs**  **Claiming period 5th July – 11:59 pm 15th August 2021** | **Ensure you are ready to complete your claim by accessing these PSNC resources:**   |  | | --- | | • [PSNC Briefing 016/21: Funding for COVID-19 related costs – summary and FAQs](file:///\\DLPC-DC-01\DLPC%20Files\DEVON%20LPC%202006\Deadline%20Tracker\PSNC%20Briefing%20016\21:%20Funding%20for%20COVID-19%20related%20costs%20–%20summary%20and%20FAQs)  • [PSNC Briefing 020/21: COVID-19 Costs – Background and NHSBSA claim form overview](https://psnc.org.uk/funding-and-statistics/psnc-briefings-funding-and-statistics/psnc-briefing-020-21-covid-19-costs-background-and-nhsbsa-claim-form-overview/)  [• PSNC Briefing 021/21: COVID-19 Costs – Further guidance and claim-related FAQs](https://psnc.org.uk/funding-and-statistics/psnc-briefings-funding-and-statistics/psnc-briefing-021-21-covid-19-costs-further-guidance-and-claim-related-faqs/)  Watch the first PSNC webinar on [demand here](https://psnc.org.uk/our-news/covid-19-costs-webinar-now-on-demand/). |   The LPC would recommend contractors watch [the VirtualOutcomes video](https://www.workcast.com/register?cpak=1025691819494909) on making your COVID-19 costs claim; this is funded through the LPC so is free to all Devon contractors. |  |
| **Get Ready for Flu - Guidance on flu vaccination for 2021/22**  **Local Face to Face training 8th August 2021** | The updated [flu letter f](https://devonlpc.org/advanced-services/flu-vaccine-service-2021-22/)or 2021/22 has now been released and NHSE&I confirms that people aged 50 to 64 years old are included as an eligible cohort for the 2021/22 flu vaccination season.  Check the [update](https://psnc.org.uk/our-news/flu-vac-confirmation-of-training-requirements-for-2021-22/) published by PSNC to ensure you have the training required for the 2021-22 season.  The Devon LPC has arranged further face to face training, our next date is 8th August 2021 in Exeter. Book here now**. https://devonlpc.org/our-events/page/2/** |  |
| **NHS Service Finder**  **Ongoing** | Sign up to the NHS Service Finder. NHS Service Finder lists non-public phone numbers for NHS Services including GP surgeries. At busy periods it may be beneficial to use and supports pharmacy teams in signposting patients to the most appropriate service.  Sign up here: <https://finder.directoryofservices.nhs.uk> |  |
| **Check Shared Mailbox** | **Important communications from NHSE&I, NHSBSA, PCN pharmacy leads, GP CPCS referrals and the LPC regularly arrive in your NHS Shared Mailbox.**  **Please ensure sufficient staff have access to your mailbox and that it is checked regularly. This is becoming more and more important as referrals for services like GP CPCS which will be coming in via NHS Mail. Check spam folders regularly.** |  |
| **Unplanned and Emergency Pharmacy Closures** | Contractors are reminded that they should inform [NHSE&I](https://www.england.nhs.uk/south/info-professional/pharm-info/sw-pharm/) of any unplanned or temporary closures as soon as possible.  Informing NHSE&I serves two purposes, to ensure the pharmacy meets its regulatory requirements and to ensure that NHSE&I is sighted on the ongoing pressures within the community pharmacy network. We are aware that availability of relief and locum pharmacists is particularly acute now.  **Further Information**  [**PSNC Briefing 019/20: Emergency closure checklist for community pharmacy**](https://psnc.org.uk/wp-content/uploads/2020/03/PSNC-Briefing-019.20-Emergency-closure-checklist-for-community-pharmacy.pdf)  [PSNC website: Temporary closures during the COVID-19 outbreak](https://psnc.org.uk/our-news/temporary-closures-during-the-covid-19-outbreak/)  Re visit your business continuity plan that was submitted as part of the Pharmacy Quality Scheme earlier this year. |  |
| **GPCPCS**  **Ongoing** | As more practices in Devon go live with GP CPCS it is **ESSENTIAL** that your pharmacy team and locums are fully briefed on the service and that your pharmacy shared NHS mail **checked three times** daily. |  |
| **Discharge Medicines Service** | DMS is an Essential Service. All DMS referrals must be actioned as described in the NHSE&I guidance on the regulations, see Chapter 8, page 20. Further service details here including a helpful contractor checklist to work through (see under resources).   * Read the [NHSE&I regulations guidance](https://www.england.nhs.uk/primary-care/pharmacy/pharmacy-manual/nhs-pharmacy-regulations-guidance-2020/) and the [NHSE&I DMS](https://www.england.nhs.uk/publication/nhs-discharge-medicines-service-essential-service-toolkit-for-pharmacy-staff-in-community-primary-and-secondary-care/) Toolkit so that you understand service requirements * Undertake the [CPPE DMS](https://www.cppe.ac.uk/programmes/l/transfer-e-02) e-learning and assessment (recommended). See here * Complete the DMS [DoC](https://www.cppe.ac.uk/services/declaration-of-competence#navTop) (Mandatory for pharmacists and pharmacy technicians providing the service). * Further services details [here](https://psnc.org.uk/services-commissioning/essential-services/discharge-medicines-service/) including a helpful contractor checklist to work through (see under Resources). |  |
| **Pharmacy Profile Update**  **Regulatory - Quarterly update** | Ensure your Directory of Services and NHS Website profiles are up to date. Contractors must **ensure that the profile for their pharmacy is comprehensive and accurate**. Additionally, contractors must **verify (even if no changes made) and, where necessary, update the information** contained within the pharmacy profile at least once each quarter of the financial year. |  |
| **Virtual Outcomes** | New modules are released every month and are **currently free to Devon community pharmacies**[. Brief training webinars](https://www.virtualoutcomes.co.uk/pharmacy-training/) are available for all members of the Devon pharmacy teams.  A complete support package has recently been launched for the [NHS community pharmacist consultation service](https://www.virtualoutcomes.co.uk/pharmacy-training/) (NHS111 and GP referrals) and for the [Discharge Medicines Service](https://www.workcast.com/register?cpak=1497615363893726) |  |

***Disclaimer: This guidance has been produced by Devon LPC 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.***

**Link to PSNC contractual payment tracker** <https://psnc.org.uk/dispensing-supply/payment-accuracy/monthly-payments/payment-timetable-and-deadline-tracker/>

***For further advice and support from the Devon LPC please contact us by email*** [***admin@devonlpc.org***](mailto:admin@devonlpc.org) ***or call on 01392 834022. Direct message on Twitter @DevonLPC or visit our website*** [***https: www.devonlpc.org***](http://www.devonlpc.org)