

September 2018 Deadline Tracker

Subject	Requirement	Deadline	Action and links	Tick when completed
Be Clear on Cancer Blood in pee Public Health Campaign from 19 th July 2018 until 31 st August	Contractual – Participate in up to six health promotion campaigns per year and complete evaluation survey risk of breach notice if not complete	Online evaluation survey must be completed by 11:59 pm on Friday 6th October 2018	https://www.engage.england.nhs.uk/survey/c5c06497 Use the tally sheet here to so that you have ready: <ul style="list-style-type: none"> The number of conversations regarding blood in pee that have occurred in the pharmacy during the campaign; The number of conversations regarding blood in pee that occurred during a MUR or NMS consultation; And... following a conversation regarding blood in pee, how many patients were referred on to their GP/other healthcare professional. 	
Heart Age Public Health Campaign from 4 th September until Friday 28 th September 2018	Contractual – Participate in up to six health promotion campaigns per year and complete evaluation survey risk of breach notice if not complete	Participation during campaign and completion of online survey by 11.59pm on 11th October link to follow	Full information about what to do here including what to do if you have not received your resource pack. Use the tally sheet here to keep a count of: <ul style="list-style-type: none"> The number of conversations regarding heart age that have occurred in the pharmacy during the campaign; The number of conversations regarding heart age that occurred during a MUR or NMS consultation; and Following a conversation regarding heart age, how many patients were referred on to their GP/other healthcare professional. 	
Flu Advanced Service	Pharmacy Income and public health	Service provision from 1st September 2018 until 31st March 2019. 25thSeptember 2018	Read the PSNC Briefing 042/18: Guidance on the Seasonal Influenza Vaccination Advanced Service 2018 (in addition to the service specification and Patient Group Direction) as this provides detailed advice on you need to have in place before providing the service. Make sure you are aware of this year's Use PharmOutcomes to record data and notify GP practice Log onto Pharmacy Premises NHSMail to access unique url (link) to NHSBSA Webform to make September payment claim digitally.	
Stoptober 2018	Good Practice. Public Health Promotion and Stop Smoking Service Opportunity	Runs from 20th September 2018	Order resources directly for free from the PHE Campaign Resource Centre from 3 September.	
Local Services	Pharmacy income	By 5th of every Calender month	Please claim all your Public Health Service Via PharmOutcomes . Make sure especially for Stop Smoking that lost to follow up and unsuccessful clients are entered on PharmOutcomes to generate appropriate fee.	
Log into Pharmacy Premises NHSMail	Essential to get vital contractual communications from NHS England and NHSBSA.	Daily	The 'Shared NHS Mail account' does not have its own password. You get into it via personal NHSMail accounts that are linked to it. Help how to do this, any problems accessing or using, and guidance for all staff including locums.	
NMS / MUR Quaterly data reporting July to Sept'18	Contractual – risk of breach notice if not complete	To collect information by 30th September for reporting	Data must be reported within the first 10 working days from the end of September 2018.	

Community Pharmacy Surrey & Sussex

On behalf of East Sussex, West Sussex and Surrey LPCs



Pre-Reg Payments	Pharmacy Income	Monthly	Check if necessary with your head office to make that you are receiving your Pre-Registration Pharmacist Payments. For advice contact england.southeastpharmacypayments@nhs.net	
HLP for Future Training	Pharmacy Income	Book now for October dates for an event in your area. Places are limited.	This training is for pharmacies who are already registered as an HLP, level 1 or level 2. It is open to community pharmacy staff to are responsible for setting and leading the strategic direction for the pharmacy business, including Community Pharmacy Managers, Owners and HLP Leaders. This training is not for Health Champions. 2nd October 2018 – Worthing Health Education Centre, West Sussex 3rd October 2018 – Malmaison Hotel, Brighton, East Sussex 11th October 2018- Dorking Halls, Surrey	
Please note: For public health services commissioned by your Local County or City Council, it is a contractual requirement to notify them if your pharmacy is no longer providing a service. Local Public Health Service Contacts can be found on our website				

For further advice and support from Community Pharmacy Surrey & Sussex Team, please contact us by

Email to LPC@communitypharmacys.co.uk

Call us on 01372 417726

Direct Message us on Twitter [@CPSS LPCs](#)

Or visit our website www.communitypharmacys.co.uk