

Deadline Tracker for June 2020

If you are part of a pharmacy group or multiple, please liaise with your company managers/head office.

Subject	Requirement	Deadline	Action and links	Tick when completed
Community Pharmacist Consultation Service (CPCS)	Pharmacy Income	By 31 st May 2020 (for old Consulation) and ongoing monthly	All contractors must submit outstanding claims for CPCS consultations undertaken in October and November 2019 by the final deadline 31 May 2020 Although service activity recorded onto PharmOutcomes will prepopulate the MYS Claim screen , contractors are still required to login to the MYS Portal to confirm and submit the claim. This should be done monthly to ensure accurate claiming of the service.	
Understand the level of demand from Dentists requesting an urgent supply without an original prescription	Survey to inform discussions with NHS England	By the 4 th June 2020	Complete the Survey here. You should allow about 1 minute to complete the survey in total. A PDF of the questions can be found here .	
Pandemic Delivery Service (Advanced Service)	Pharmacy Income	By the 5 th of month	Here are resources to help your understanding and claiming for the service <ul style="list-style-type: none"> • Read the service specification • Watch PSNCs digital guide • Take a look at key points on delivering the service Any Claims need to be submitted via MYS portal	
Claiming for Friday 8 th May Bank Holiday (VE Day)	Pharmacy Income	Window open from 25 th May to 22 nd June 2020	All community pharmacies who remained open on Early May Bank Holiday (Friday 8 th May) can claim for up to 3 hours per day based on the hours they were open. Contractors must submit their claim for the £250 per hour payment using the Manage Your Service (MYS) portal	
Annual Flu Letter & Flu vaccination Training requirement for 2020/21	Pharmacy Service	To read	The Department of Health and Social Care, Public Health England and NHS England and NHS Improvement have jointly published a letter to provide further information on the national flu immunisation programme for 2020–21. Revised training requirements for the upcoming Flu season 2020/21 can be found here .	
End of Month Prescription Submission Reminder	Pharmacy Income	By 5 th day of month	There is no change for end-of-month submissions, hence contractors must continue to submit these as normal. Contractors should submit their end of month bundle and FP34C using their usual delivery method	
NHS temporary safeguarding payment	Pharmacy income	By 5 th day of month	If you need to claim NHS temporary safeguarding payment in the drug tariff (part XIVC) due to extension of the period of treatment read more here on how to claim it, you must submit this with your monthly bundle and FP34C.	
Locally commissioned	Contractual and protection of	Look out for county	We have agreed changes to locally commissioned services to help ease pressures on you and protect your income	

services changes from Apr – June 2020	pharmacy income	specific information effective from April 2020	during the COVID-19 pandemic <ul style="list-style-type: none"> • For Surrey pharmacies all services click here • For West Sussex Pharmacies click here and for pharmacies providing substance misuse service click here • For East Sussex Pharmacies click here and for pharmacies providing substance misuse service click here • For Brighton & Hove Pharmacies click here and for pharmacies providing substance misuse service click here <p>If you are beginning to think about your restoration and recovery plans for local services from when these arrangements end (30th June) and need further advice, contact us on lpc@communitypharmacyss.co.uk</p>	
Below are the deadlines which have been waived or deferred due to COVID-19 pandemic to allow pharmacy professionals to focus on front line clinical care				
Community Pharmacy Annual Clinical Governance Requirement	Contractual Requirement	No action needed	Community Pharmacy Patient Questionnaire (CPPQ)- NHSE&I will not take action against contractors who have not completed these by 31st March 2020. Clinical audit: The National Clinical Audit for 2019/20 is Antimicrobial Stewardship has been waived to help community pharmacies to react to current situation Complaints report and updating practice leaflet: There won't be any action taken if not submitted by 31 st March 2020.	
Local South East NHS England	Contractual Requirement	No action needed	Hard Copy returns and monitoring requirements Please do not send the below to local NHS England team <ul style="list-style-type: none"> • Details of out of pocket expenses (COC and COA's) – retain these in the pharmacy unless and until requested • Annual Complaints Summary's - please retain until requested • 100 Hour Pharmacy / Responsible Pharmacist Logs (these are no longer required by us – please do not send) <p>Any Communications with the Local NHS England team should be done via england.southeastcommunitypharmacy@nhs.net</p>	
Data Security and Protection Toolkit (previously known as IG toolkit)	Contractual Requirement	By 30 th September 2020	Due to COVID-19 the deadline has been extended from 31st March 2020 to 30th September 2020 <ul style="list-style-type: none"> • For resources to assist community pharmacies completing the toolkit please click here. • Local information to assist you completing the tool kit can be found here. 	

For further advice and support from Community Pharmacy Surrey & Sussex Team

Please contact us by Email to LPC@communitypharmacyss.co.uk; Call us on **01372 417726**;

Direct Message us on Twitter [@CPSS_LPCs](https://twitter.com/CPSS_LPCs) Or visit our website www.communitypharmacyss.co.uk

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