

Deadline Tracker for July 2022

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
Referred back and disallowed items	Pharmacy Income	Complete by 5 th July 2022	From July 2022 (for the dispensing month of June 2022), Manage Your Service (MYS) will be the only route available to community pharmacy contractors to view and submit the required information for all referred back and disallowed items. Find out more	
New Account Identifier Document for submission of paper prescriptions	Pharmacy Income	Complete by 5 th August 2022	From August 2022 (for July 2022 prescriptions), contractors will no longer need to print and submit a paper copy of their completed FP34C declaration. Instead, the NHS Business Services Authority (NHSBSA) will post out a paper Account Identifier Document to pharmacies, along with the usual red separators and pharmacy address labels each month. Find out more	
Flu vaccination service 2021/22	Pharmacy Income	Complete by 31 st August 2022	Contractors should not administer any further vaccinations under this service after the 31 st of March 2022. Claims will be accepted by the NHSBSA using the MYS application within six months of administration of the vaccination or by 31st August 2022 , whichever date is earlier, in accordance with the usual Drug Tariff claims process.	
DOS pharmacy hours	Contractual Requirement	Complete by 30 th September 2022	Pharmacy contractors must ensure there is a comprehensive and accurate profile for their pharmacy in the Directory of Services (DoS). Contractors must also ensure they verify and, where necessary, update the information contained in each page of the DoS at least once each quarter of the financial year. The financial quarters are: <ul style="list-style-type: none"> • 1st April to 30th June • 1st July to 30th September • 1st October to 31st December • 1st January to 31st March Reminder of the new NHS Profile Manager tool for updating DoS & NHS website	
NHS Website profile	Contractual Requirement	Complete by 30 th September 2022	Ensure the NHS.uk website pharmacy profile is comprehensive and accurate. Verify and, where necessary, update the information contained in the profile at least once each quarter. The financial quarters are: <ul style="list-style-type: none"> • 1st April to 30th June • 1st July to 30th September • 1st October to 31st December • 1st January to 31st March 	

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Free Health Champion Training	Contractual Requirement		The Health Education England (HEE) South East Schools of Public Health and the HEE South School of Pharmacy are working with the South East LPCs in offering fully funded Health Champion training provided by the award-winning HLP specialists Pharmacy Complete. Currently you can book and get trained up to three health champions per pharmacy. More info can be found on our website here . To book a training place register here .	
Summary of payments including claiming deadlines	Pharmacy Income	At different dates please follow the summary to make claims	A summary of payment claiming deadlines can be found here .	
Serious Shortage Protocols (SSPs)	Dispensing		Active SSPs Can be found here .	

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](https://twitter.com/CPSS_LPCs) Or visit our website www.communitypharmacys.co.uk

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