

Deadline Tracker for December 2023

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
Workforce Survey	Contractual Requirement	Complete by 17th December 2023	<p>The 2023 Community Pharmacy Workforce Survey, conducted by North of England Commissioning Support Unit (NECS) on behalf of NHS England, opened 23rd of October 2023.</p> <p>Completion of the survey is a mandatory requirement for all pharmacy owners.</p> <p>The NHSBSA sent an email to pharmacy owners containing a link to the survey on 23rd October 2023. You can also access the survey via the following link:</p> <p>Access the 2023 workforce survey</p> <p>In some cases, e.g. Company Chemists' Association member companies and other multiple pharmacy groups, head offices will complete the survey centrally. If you are not sure whether the survey will be completed centrally, please ask your head office for guidance.</p>	
PQS 2023-2024	Pharmacy Income	Complete by the 31st of December 2023	<p>Gateway Criteria – Advanced Services – New Medicine Service (NMS)</p> <p>Contractors must have delivered a minimum of 15 NMS between 1 April 2023 and by the end of 31 December 2023.</p> <p>Further information for contractors who open or change ownership from 1st of June 2023 is detailed in the Drug Tariff.</p> <p>Contractors will not be required to make a declaration for this gateway criterion as this will be verified by a post payment review of the contractor's NMS payment data between 1st of April 2023 and by the end of 31st of December 2023 held by the NHS Business Services Authority – contractors must ensure all NMS are claimed by the end of 5th of January 2024.</p> <p>Contractors should note that they will not be able to claim payment for the quality criteria during</p>	

			the declaration period if the gateway criterion has not been met.	
NHS Profile Manager	Contractual Requirement	Complete by 31 st December 2023	<p>Ensure the DoS and NHS.uk website pharmacy profile is comprehensive and accurate by updating via the NHS Profile Manager. Verify and where necessary, update the information contained in the profile at least once each quarter. The financial quarters are:</p> <ul style="list-style-type: none"> • 1st October to 31st December • 1st January to 31st March • 1st April to 30th June • 1st July to 30th September <p>Reminder of the new NHS Profile Manager tool for updating DoS & NHS website.</p>	
Pharmacy First	Pharmacy Income	Complete by service launch – 31st January 2024	An initial fixed payment of £2,000 will be available to claim from 1 st December up to the launch of the Pharmacy First service for service set-up. Note this will be reclaimed if pharmacy owners do not provide five clinical pathways consultations by the end of March 2024.	
Pharmacy Contraceptive Service	Pharmacy Income	Complete by 29th February 2024	Contractors who have previously registered to deliver the current Tier 1 NHS Pharmacy Contraception Service on or before 30 November 2023 , must opt-in to the new extended service via the Manage Your Service (MYS) system, by 29 February 2024 .	
Hypertension Case-Finding Service	Pharmacy Income	Complete by 31 st March 2024	Contractors can start working towards achieving their incentive fee for 2023/24 (need to provide 20 ABPMs between 1st of April 2023 and 31st of March 2024 to achieve the incentive fee).	
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@communitypharmacyss.co.uk; Call us on 01372 417726;
Or visit our website www.communitypharmacyss.co.uk

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