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|  | **Community Pharmacy**  **Leicestershire and Rutland Deadline Tracker June 2023** |

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

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| **SUBJECT** | **REQUIREMENT** | **DEADLINE** | **ACTIONS AND LINKS** | **TICK WHEN COMPLETED** |
| Change of Name | Information | Effective from 1st April | We have now changed our name and are known as **Community Pharmacy Leicestershire and Rutland (CPL&R)** |  |
| Bank Holidays Rota Claims | Contractual requirement | Within 28 days of the date of the rota | If you were/are directed to open over the May Bank Holidays, please remember to claim your payment within 28 days of the date of the rota. Please note:  Rota claims should now be made by completing the new ‘Directed Rota Claim Form’ on PharmOutcomes. |  |
| DoS PHARMACY HOURS | Contractual requirement | 30th June 2023 | Pharmacies must ensure there is a comprehensive and accurate profile for their pharmacy in  the [Directory of Services (DoS). Information contained in DoS](https://organisation.nhswebsite.nhs.uk/) at least once each quarter of  the financial year. The financial quarters are:   * 1st April to 30th June * 1st July to 30th September * 1st October to 31st December * 1st January to 31st March. |  |
| DSP Toolkit | Contractual requirement | 30th June 2023 | The [DSP Toolkit 2022-23](https://www.dsptoolkit.nhs.uk/) is now open and must be completed by 30 June 2023.  A copy of the PSNC DSP toolkit workshop can be downloaded [here.](https://psnc.org.uk/psnc-and-negotiations/updates-events/our-webinars/data-security-and-protection-ig-toolkit-workshop/) |  |
| Changes to the Pharmaceutical Regulations | Regulatory Changes | ACT NOW | We recommend that all contractors read the PSNC briefing regarding the [DHSC regulatory changes affecting community pharmacy](https://psnc.org.uk/wp-content/uploads/2023/04/PSNC-Briefing-007.23-DHSCs-changes-to-the-Pharmaceutical-Regulations.pdf) |  |
| Pharmacy Quality Scheme | Pharmacy Income | ACT NOW | The reduced Year 5 Community Pharmacy Contractual Framework (CPCF) PQS scheme will launch on 1 June 2023.Details are available on the [[NHSBSA website](https://www.nhsbsa.nhs.uk/pharmacy-quality-scheme-pqs-launch-year-5-scheme-202324)](https://www.nhsbsa.nhs.uk/pharmacy-quality-scheme-pqs-launch-year-5-scheme-202324) |  |
| CPCS claim period change | Pharmacy Income | From 1st June | NHSE has announced that from 1 June 2023, claims for CPCS should be submitted within one month of, and no later than three months from, the claim period for the chargeable activity provided. Find out more on the [PSNC website](https://cpe.org.uk/our-news/action-required-cpcs-claim-period-change-from-1st-june/) |  |
| Other Payment Deadlines | Pharmacy income | 5th of the month | For up-to-date information regarding deadlines for national service claims and other deadlines please access [information here](https://psnc.org.uk/dispensing-supply/payment-accuracy/monthly-payments/payment-timetable-and-deadline-tracker/) |  |
| Local Services | Contractual requirement | 5th of the month | Please ensure you claim all your locally commissioned services by the 5th of each month. |  |
| Calendar of national campaigns | Contractual requirement | Reminder | [Please find here](https://www.nhsemployers.org/events/calendar-national-campaigns) National campaigns, awards and awareness days to help you plan activities for the year. |  |
| Mens Health Week | Information | 12-18 June 2023 | Led by the Men's Health Forum to raise awareness of preventable health issues and encourage men and boys to seek professional advice for health-related problems |  |
| World Blood Donor Day | Information | 14th June 2023 | The event serves to raise awareness of the need for safe blood and blood products and to thank voluntary, unpaid blood donors for their life-saving gifts of blood. |  |
| Mailing List and WhatsApp group | Information | ACT NOW | Encourage your locums and reliefs to join our mailing list to ensure they are up to date with the latest news and local updates. |  |

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| **If you require additional support from the LPC, please contact any member of the team:** | |
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