

Monthly Activity Checklist 2022/23

Quarter 1 22/23

Activity	Component	Platform	Claim Period	Deadline	Completed
Workforce Enabler Declaration	Declare on NECAF the number of hours of staffing at each training level Annum (based on 37.5 hours of Registered checking pharmacy technician) Payments are made monthly, pro-rata against a 37.5 hour week	NECAF	April 2022	31 st May 2022	<input type="checkbox"/>
			May 2022	30 th June 2022	<input type="checkbox"/>
			June 2022	31 st July 2022	<input type="checkbox"/>
Continuity Scheme	Declare on the WP34C for the relevant month that: Number of days CAS was available -eligible for a payment of £250 if 80% or more For EHC – 60% Availability in April, 70% in May, 80% from June £250 per month	NECAF >WP34c	April 2022	31 st May 2022	<input type="checkbox"/>
			May 2022	30 th June 2022	<input type="checkbox"/>
			June 2022	31 st July 2022	<input type="checkbox"/>
Collaborative Working	Up to two payments each of £250 (max £500 to attend Collaborative Working visits in the specified areas.	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing-	Max 2 x £250 in 22/23	<input type="checkbox"/>
	Up to 3 payments per year of £250, to attend quarterly meetings with the PCCCPL and all pharmacies in the cluster. An extra £250 is available to all those who attend 3 meetings or more (a total available of £1000 a year)	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing –1 per quarter – up to 3 per year.		<input type="checkbox"/>
Quality and Safety Scheme	Monthly Requirement to submit data on Valproate dispensing for women of child bearing age	NECAF > safe dispensing and medicines optimisation indicators	April 2022 (Valproate)	31 st May 2022	<input type="checkbox"/>
			May 2022 (Valproate)	30 th June 2022	<input type="checkbox"/>



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	Quarterly requirement to submit data on Antipsychotics as per details here: http://www.cpwales.org.uk/Services-and-commissioning/Quality-Scheme.aspx		June 2022 (Valproate and Antipsychotic)	31 st July 2022	<input type="checkbox"/>
	IQT Bronze to be completed by all members of staff who haven't already done so.	HEIW Website	Ongoing	March 2023	<input type="checkbox"/>
Independent Prescribing Claims	For Pharmacies offering IP services declare the number of hours availability and number of consultations that month	NECAF	April 2022	31 st May 2022	<input type="checkbox"/>
			May 2022	30 th June 2022	<input type="checkbox"/>
			June 2022	31 st July 2022	<input type="checkbox"/>
All Enhanced Services	To ensure timely and accurate redistribution of funding please process all enhanced service consultation claims by 5 th day following month in which they were provided	As per service specification		5 th day of month following provision	<input type="checkbox"/>
Applications for IP funding via HEIW for 22/23 financial year	Deadline for applications for HEIW funding for IP training.	Apply here: https://www.wcppe.org.uk/development-pathways/advanced-and-extended-practice/pharmacist-independent-prescribing/		1 st June 2022	<input type="checkbox"/>



Monthly Activity Checklist 2022/23

Quarter 2 22/23

Activity	Component	Platform	Claim Period	Deadline	Completed
Workforce Enabler Declaration	Declare on NECAF the number of hours of staffing at each training level Annum (based on 37.5 hours of Registered checking pharmacy technician) Payments are made monthly, pro-rata against a 37.5 hour week	NECAF	July 2022	31st August 2022	<input type="checkbox"/>
			August 2022	30 th September 2022	<input type="checkbox"/>
			September 2022	31 st October 2022	<input type="checkbox"/>
Continuity Scheme	Declare on the WP34C for the relevant month that: Number of days CAS was available -eligible for a payment of £250 if 80% or more For EHC – 80% availability £250 per month Flu – number of Days availability for September – December, must provide 1 day EACH month and 40 days in total £300/ month	NECAF >WP34c	July 2022	31st August 2022	<input type="checkbox"/>
			August 2022	30 th September 2022	<input type="checkbox"/>
			September 2022	31 st October 2022	<input type="checkbox"/>
Collaborative Working	Up to two payments each of £250 (max £500 to attend Collaborative Working visits in the specified areas.	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing-	Max 2 x £250 in 22/23	<input type="checkbox"/>
	Up to 3 payments per year of £250, to attend quarterly meetings with the PCCCPL and all pharmacies in the cluster. An extra £250 is available to all those who attend 3 meetings or more (a total available of £1000 a year)	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing –1 per quarter – up to 3 per year.		<input type="checkbox"/>
	Monthly Requirement to submit data on Valproate dispensing for women of child bearing age		July 2022 (Valproate)	31st August 2022	<input type="checkbox"/>



Monthly Activity Checklist 2022/23

Quality and Safety Scheme	Quarterly requirement to submit data on Antipsychotics as per details here: http://www.cpwales.org.uk/Services-and-commissioning/Quality-Scheme.aspx	NECAF > safe dispensing and medicines optimisation indicators	August 2022 (Valproate)	30 th September 2022	<input type="checkbox"/>
			September 2022 (Valproate and Antipsychotics)	31 st October 2022	<input type="checkbox"/>
	IQT Bronze to be completed by all members of staff who haven't already done so.	HEIW Website	Ongoing	March 2023	<input type="checkbox"/>
	AWPD Database Validation	NECAF	In September 2022	End September 2022	<input type="checkbox"/>
Independent Prescribing Claims	For Pharmacies offering IP services declare the number of hours availability and number of consultations that month	NECAF	July 2022	31 st August 2022	<input type="checkbox"/>
			August 2022	30 th September 2022	<input type="checkbox"/>
			September 2022	31 st October 2022	<input type="checkbox"/>
All Enhanced Services	To ensure timely and accurate redistribution of funding please process all enhanced service consultation claims by 5 th day following month in which they were provided	As per service specification		5 th day of month following provision	<input type="checkbox"/>



Monthly Activity Checklist 2022/23

Quarter 3 22/23

Activity	Component	Platform	Claim Period	Deadline	Completed
Workforce Enabler Declaration	Declare on NECAF the number of hours of staffing at each training level Annum (based on 37.5 hours of Registered checking pharmacy technician) Payments are made monthly, pro-rata against a 37.5 hour week	NECAF	October 2022	30 th November 2022	<input type="checkbox"/>
			November 2022	31 st December 2022	<input type="checkbox"/>
			December 2022	31 st January 2022	<input type="checkbox"/>
Continuity Scheme	Declare on the WP34C for the relevant month that: Number of days CAS was available -eligible for a payment of £150 if 80% or more For EHC – 80% from June, £150/ month Flu – number of Days availability for September – December - £300 per months where available for 40 days and at least one day per month	NECAF >WP34c	October 2022	30 th November 2022	<input type="checkbox"/>
			November 2022	31 st December 2022	<input type="checkbox"/>
			December 2022	31 st January 2022	<input type="checkbox"/>
Collaborative Working	Up to two payments each of £250 (max £500 to attend Collaborative Working visits in the specified areas.	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing-	Max 2 x £250 in 22/23	<input type="checkbox"/>
	Up to 3 payments per year of £250, to attend quarterly meetings with the PCCCPL and all pharmacies in the cluster. An extra £250 is available to all those who attend 3 meetings or more (a total available of £1000 a year)	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing –1 per quarter – up to 3 per year.		<input type="checkbox"/>
Quality and Safety Scheme	Monthly Requirement to submit data on Valproate dispensing for women of child bearing age	NECAF > safe dispensing and medicines optimisation indicators	October 2022 (Valproate)	30 th November 2022	<input type="checkbox"/>
			November 2022 (Valproate)	31 st December 2022	<input type="checkbox"/>



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	Quarterly requirement to submit data on Antipsychotics as per details here: http://www.cpwales.org.uk/Services-and-commissioning/Quality-Scheme.aspx		December 2022 (Valproate and antipsychotics)	31 st January 2022	<input type="checkbox"/>
	IQT Bronze to be completed by all members of staff who haven't already done so.	HEIW Website	Ongoing	March 2023	<input type="checkbox"/>
Independent Prescribing Claims	For Pharmacies offering IP services declare the number of hours availability and number of consultations that month	NECAF	October 2022	30 th November 2022	<input type="checkbox"/>
			November 2022	31 st December 2022	<input type="checkbox"/>
			December 2022	31 st January 2022	<input type="checkbox"/>
All Enhanced Services	To ensure timely and accurate redistribution of funding please process all enhanced service consultation claims by 5 th day following month in which they were provided	As per service specification		5 th day of month following provision	<input type="checkbox"/>



Monthly Activity Checklist 2022/23

Quarter 4 22/23

Activity	Component	Platform	Claim Period	Deadline	Completed
Workforce Enabler Declaration	Declare on NECAF the number of hours of staffing at each training level Annum (based on 37.5 hours of Registered checking pharmacy technician) Payments are made monthly, pro-rata against a 37.5 hour week	NECAF	January 2023	28 th February 2023	<input type="checkbox"/>
			February 2023	31 st March 2023	<input type="checkbox"/>
			March 2023	30 th April 2023	<input type="checkbox"/>
Continuity Scheme	Declare on the WP34C for the relevant month that: Number of days CAS was available -eligible for a payment of £150 if 80% or more For EHC – 80% availability - £150/ month	NECAF >WP34c	January 2023	28 th February 2023	<input type="checkbox"/>
			February 2023	31 st March 2023	<input type="checkbox"/>
			March 2023	30 th April 2023	<input type="checkbox"/>
Collaborative Working	Up to two payments each of £250 (max £500 to attend Collaborative Working visits in the specified areas.	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing-	Max 2 x £250 in 22/23	<input type="checkbox"/>
	Up to 3 payments per year of £250, to attend quarterly meetings with the PCCCPL and all pharmacies in the cluster. An extra £250 is available to all those who attend 3 meetings or more (a total available of £1000 a year)	NECAF > Collaborative Working (& action plan in pharmacy)	Ongoing – potential 1 per quarter – up to 3 per year.		<input type="checkbox"/>
Quality and Safety Scheme	Monthly Requirement to submit data on Valproate dispensing for women of child bearing age	NECAF > safe dispensing and medicines optimisation indicators	January 2023 (valproate)	28 th February 2023	<input type="checkbox"/>
			February 2023 (Valproate)	31 st March 2023	<input type="checkbox"/>



Monthly Activity Checklist 2022/23

	Quarterly requirement to submit data on Antipsychotics as per details here: http://www.cpwales.org.uk/Services-and-commissioning/Quality-Scheme.aspx		March 2023 (Valproate and Antipsychotics)	30 th April 2023	<input type="checkbox"/>
	IQT Bronze to be completed by all members of staff who haven't already done so.	HEIW Website	Ongoing	31 st March 2023	<input type="checkbox"/>
	AWPD Database Validation	NECAF	In February 2022	End February 2023	<input type="checkbox"/>
Independent Prescribing Claims	For Pharmacies offering IP services declare the number of hours availability and number of consultations that month	NECAF	April 2022	28 th February 2023	<input type="checkbox"/>
			May 2022	31 st March 2023	<input type="checkbox"/>
			June 2022	30 th April 2023	<input type="checkbox"/>
CG and ISMS toolkit	Completion of ISMS & CG Toolkit data.	https://formbuildertwo.wales.nhs.uk/	Complete by 31 st March 2023		<input type="checkbox"/>
All Enhanced Services	To ensure timely and accurate redistribution of funding please process all enhanced service consultation claims by 5 th day following month in which they were provided	As per service specification		5 th day of month following provision	<input type="checkbox"/>

