

## **IMPORTANT DATES FOR CONTRACTORS 2019/2020**

### **Quarter 1: APRIL – JUNE 2019**

- Your Medicines Your Health Public Health Campaign participation (mandatory in some LHBs)
- April 2019 data used for the High Risk Medicines survey – submit by **31 May 2019** (for more information visit <http://www.cpwales.org.uk/Services-and-commissioning/Quality-Scheme/High-Risk-Medicines-Survey.aspx> )
- By **30 June 2019** the pharmacy should review its performance against the High Risk Medicines Indicators as reported in 2018-19 and produce a plan to reduce the prevalence of the indicators.
- Declare on the WP34C at the **end of the month** the number of days that the pharmacy was open and the number of days that CAS was available (for more information visit <http://www.cpwales.org.uk/Dispensing-and-supply/Submission-of-Prescriptions-for-Pricing.aspx> )
- ETC target introduced from **1 June 2019**: 40% of qualifying items must have been transmitted via ETC
- Carry out Collaborative Working Visits (for more information visit <http://www.cpwales.org.uk/Services-and-commissioning/Collaborative-Working.aspx>)
- All pharmacy team to complete the IQT bronze e-learning (that have not previously completed)
- Accredited, deliver and claim for all enhanced services available in your LHB
- Consider planning other contractual requirements workload: LHB audit, pharmacy audit, patient questionnaire.

## 2019-20 CONTRACTOR CHECKLIST

Activity	Requirement	Component	Deadline		Completed
<b>Quality &amp; Safety Scheme</b>	Prevalence of High Risk Medicines	High Risk Medicines Survey – April Data	<b>31 May 2019</b>	NECAF	<input type="checkbox"/>
		Review pharmacy performance against the prevalence of High Risk Medicines 2018-19 and create a plan to reduce	<b>30 June 2019</b>	Keep in the Pharmacy (and review)	<input type="checkbox"/>
	IQT bronze e-learning	Completion by members of the team who have not previously completed	<b>Ongoing</b>	HEIW website –keep certificates for PPV	<input type="checkbox"/>
	Service Continuity	Recording on WP34C the total number of days open and the number of days CAS was available	<b>End of every month</b>	WP34C with prescription submission	<input type="checkbox"/>
<b>Electronic Transmission of Claims (ETC)</b>	Submission of ETC claim messages	40% of qualifying items in the monthly account	<b>1 June 2019</b>	Through PMR	<input type="checkbox"/>
<b>Collaborative Working Scheme</b>		4 Collaborative Working Visits with GP practices/ other healthcare professionals	<b>Ongoing</b>	NECAF (and action plan in pharmacy)	<input type="checkbox"/>

	Attend Primary Care Cluster Meeting	Ongoing	NECAF (and action plan in pharmacy)	<input type="checkbox"/>	
<b>Enhanced Services</b>	Common Ailments Service	Increase Registrations >101 to ensure no decrease in income	1 October 2019	Choose Pharmacy	<input type="checkbox"/>
		Ensure all pharmacists (inc. locums) accredited to provide CAS ready for the continuity payment	1 October 2019	WP34C	<input type="checkbox"/>
	Claiming for Services	Ensure all services claimed regularly	End of every month (or at time of service in relation to Choose Pharmacy)	NECAF/ Choose Pharmacy/ Paper claims	<input type="checkbox"/>
	<b>Other Contractual Requirements</b>	Audit	Complete LHB multidisciplinary Audit and submit results	31 March 2020	As per instructions from LHB
		Complete Pharmacy audit	31 March 2020	Retain in pharmacy	<input type="checkbox"/>
	Patient Questionnaire	Completion of patient questionnaire	31 March 2020	Appropriate action taken and results publicised in the pharmacy and/ or pharmacy website	<input type="checkbox"/>

