

Activity	Activity deadline	Claiming	Claim deadline
<p align="center"><u>AWPD Update</u></p> <p>AWPD Database Validation – £546 will be payable for validation exercises in September and February</p>	<p align="center">29th Feb 2024</p>	<p align="center">NECAF > AWPD Update</p>	<p align="center">29th Feb 2024</p>
<p><u>Quality and Safety Decarbonisation - Responsible disposal of inhalers</u></p> <p>Collect data for 2 weeks during February 2024 on the number of inhalers returned to the pharmacy. Data collection form available here.</p> <p>£525 to contractors who complete a declaration indicating they have met the criteria above in Sept 2023 and February 2024. More info available here.</p>	<p align="center">Data Collection Deadline: 29th Feb 2024</p>	<p align="center">NECAF> Quality and Safety declarations</p>	<p align="center">31st March 2024</p>
<p align="center">Clinical Governance toolkit</p> <p>All pharmacies to register on new CAFORB platform and complete Clinical Governance Toolkit following guidance here dhw.nhs.wales/ig/ig-documents/ig-toolkit-supporting-resources/community-pharmacy-registration-guidance/</p> <p align="center">For support email WelshIGToolkit@wales.nhs.uk</p>	<p align="center">31st March 2024</p>	<p align="center">N/A – submission deadline – no separate claim</p>	<p align="center">31st March 2024</p>
<p><u>Help Me Quit @ Pharmacy - Smoking Cessation Level 3 Service</u></p> <p>Resume use of CO monitors routinely in consultations for Help Me Quit @ Pharmacy patients from 1st April – ensure monitor, d-piece and mouthpieces available</p>	<p align="center">1st April</p>		<p align="center">N/A</p>

<p align="center"><u>Quality and Safety – Mental Health First Aid</u></p> <p>One pharmacy employee from each pharmacy involved in provision of NHS Pharmaceutical services will be supported to undertake first aid for mental health training</p> <p>£609 will be payable to all contractors who complete a declaration on NECAF stating they have complied with above.</p> <p align="center">Face to Face MH training booked via wcppe.org.uk - https://www.wcppe.org.uk/product-category/first-aid-for-mental-health/</p>	<p align="center">31st March 2024</p>	<p align="center">NECAF> Quality and Safety declarations</p>	<p align="center">30th April 2024</p>
<p align="center"><u>Quality and Safety Scheme - Mental Health awareness</u></p> <p align="center"><u>Mental health awareness e-learning</u></p> <p>All pharmacy employees involved in the provision of NHS pharmaceutical services at the pharmacy will have completed the Mental Health Awareness e-learning package (see DT for detail)</p> <p>All staff to register at https://ytydysgu.heiw.wales/website and complete e-learning, retaining copy of certificate in pharmacy once completed</p> <p>https://ytydysgu.heiw.wales/courses/a7ef82d5-9deb-492e-9764-0e9af7972b9f</p> <p>£609 will be payable to all contractors who complete a declaration on NECAF stating they have complied with above.</p>	<p align="center">31st March 2024</p>	<p align="center">NECAF> Quality and Safety declarations</p>	<p align="center">30th April 2024</p>
<p align="center"><u>Collaborative Working</u></p> <p>1) Enter all claims for pharmacy collaborative meetings attended between 1 April 2023 and 31st March 2024 by end April 2024</p> <p>2) Ensure reports available containing all relevant information as per Drug Tariff for PPV - Time and date of meeting, persons present and affiliations, summary of points discussed, action plan</p> <p>Template form here - https://cpwales.org.uk/quality-collaboration/collaborative-working/</p>	<p align="center">Meetings quarterly. Last claimable meeting attended before 31st March</p>	<p align="center">Claims on NECAF > Collaborative Working</p> <p align="center">Reports must contain:</p> <p align="center">Time and date of meeting, persons present and affiliations, summary of points discussed, action plan</p> <p align="center">Template form here - https://cpwales.org.uk/quality-collaboration/collaborative-working/</p>	<p align="center">Claims by 30th April</p> <p align="center">PPV of reports for previous 24 months from 1st April 2024</p>

<p align="center"><u>All Clinical Services Claims</u></p> <p>-All NECAF or paper claims for all other services carried out between 1st April 2023 and 31st March 2024 submitted by 5th May – e.g. Smoking Cessation, Supervised Consumption, MAR Charts, Inhaler Review</p>	<p>Services delivered up to 31st March 2024</p>	<p>NECAF/Paper as per service specification</p>	<p>5th May 2024</p>
<p align="center"><u>Sortation of Waste</u></p> <p>The pharmacy has put in place arrangements for the sortation of waste ready for recycling, to comply with Workplace Recycling Regulations</p> <p>The Separate Collection of Waste Materials for Recycling – A Code of Practice for Wales’ has now been published at: https://www.gov.wales/separate-collection-waste-materials-recycling-code-practice</p> <p>The Code is a practical guide for information on how non-domestic premises can comply with the Workplace Recycling Regulations by 6 April 2024.</p>	<p>By 6th April</p>	<p>n/a</p>	<p>n/a</p>
<p align="center"><u>Information Governance Toolkit</u></p> <p>Completion of IG toolkits on new Caforb platform – more info via link below</p> <p>Clinical Governance - Community Pharmacy Wales (cpwales.org.uk)</p> <p>Queries to WelshIGToolkit@wales.nhs.uk</p> <p>*Pharmacies that are part of a multiple may have this being completed centrally</p>	<p>By 30th June 2024</p>		<p>30th June 2024</p>
<p align="center"><u>BLS Training</u></p> <p>All those previously involved in provision of NHS flu vaccination, STTT, or IP should complete an annual BLS face to face refresher. Dates for 2024 are available now on Y Ty Dysgu https://ytydysgu.heiw.wales/courses/622b596a-384f-45ab-adae-38a2bd5c7121</p>	<p>ASAP but by expiry date of previous certification</p>		

Regular Monthly Tasks

<p align="center"><u>Independent Prescribing Claims</u></p> <p>Pharmacies offering IP services declare the number of hours availability and number of consultations that month</p>	<p>Data submitted by end of month for previous month ongoing</p>	<p align="center">NECAF</p>	<p>Data submitted by end of month for previous month ongoing</p>
<p align="center"><u>Workforce Enabler Declaration</u></p> <p>Declare on NECAF the number of hours of staffing at each training level for previous month</p>	<p>Data submitted by end of month for previous month ongoing</p>	<p align="center">NECAF > Workforce Development Scheme</p>	<p>Data submitted by end of month for previous month ongoing</p>
<p align="center"><u>Continuity Scheme</u></p> <p>Declare on the WP34C for the relevant month that:</p> <p>Number of days CAS was available - eligible for a payment of £263.90 if 80% or more</p> <p>Number of days the Contraception Service was available - eligible for a payment of £263.90 if 80% or more</p>	<p>Data submitted by end of month for previous month ongoing</p>	<p align="center">NECAF > WP34c Declaration</p>	<p>Data submitted by end of month for previous month ongoing</p>
<p align="center"><u>Dispensing Compensation</u></p> <p>The dispensing compensation payment is payable to any contractor that experiences a reduction in prescription volume in the relevant month where the reduction is attributable to changes in GP prescribing specifically related to increases to the period of treatment. More details here:</p> <p>https://cpwales.org.uk/wp-content/uploads/2023/08/DISPENSING-COMPENSATION-MECHANISM-2023.pdf</p>	<p>Data submitted by end of month for previous month ongoing</p>	<p align="center">NECAF > Dispensing Compensation</p>	<p>Data submitted by end of month for previous month ongoing</p>
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