

Month at a Glance: PQS Action Plan

CHECKLIST FOR JUNE 2023

Domain / Criteria	Action Required	Complete
Medicines Safety & Optimisation - High Risk Medicines – Palliative Care	Update NHS Profile Manager to show if you are a 'Pharmacy Palliative Care Medication Stockholder' and if they routinely hold the 16 palliative and end of life critical medicines.	
Respiratory - Inhaler Technique	Gather evidence that from 1 st June 2023, pharmacy staff have offered the NMS , with the appropriate inhaler technique check, to all patients presenting with a prescription for a new inhaler – Use the CPWY Data Collection Record	
Respiratory - Inhaler Waste Management	Gather evidence that pharmacy staff have spoken with all patients, their carer or representatives, for whom they have dispensed an inhaler between 1st June 2023 and the day of the declaration, about the environmental benefits of them returning all unwanted and used inhaler devices to a community pharmacy for safe and environmentally friendly disposal - inhaler – Use the CPWY Data Collection Record	
Respiratory - Use of a Spacer in Patients Aged 5-15 Years	Gather evidence that from 1 st June 2023 that you have: <ul style="list-style-type: none"> • Checked that all children aged 5 to 15 prescribed a press and breathe pressurised MDI for asthma have a spacer device, where appropriate, in line with NICE TA384. • Referred children aged 5 to 15 with asthma to an appropriate healthcare professional where this is not the case – Use the CPWY Data Collection Record. 	
Respiratory - Personalised Asthma Action Plans (PAAP)	Gather evidence that you have checked that all patients aged 5 years and above dispensed an inhaler for asthma from 1st June 2023 have a PAAP. The pharmacy contractor must be able to show that pharmacy staff have referred all patients aged five years and above dispensed an inhaler for asthma from 1st June 2023 to an appropriate healthcare professional where this is not the case – Use the CPWY Data Collection Record	
Respiratory - Referrals for Patients Using 3 or More Short-Acting Bronchodilator Inhalers in 6 Months	Gather evidence from 1st June 2023 that patients with asthma, for whom three or more short-acting bronchodilator inhalers were dispensed without any corticosteroid inhaler within a six-month period have, since the last review point, been referred to an appropriate healthcare professional for an asthma review – Use the CPWY Data Collection Record	
Prevention - Antimicrobial Stewardship	The pharmacy must be able to evidence they have spoken with all patients, their carer or representative, for whom they have dispensed antibiotics from 1 st June 2023, about the benefits of them returning all unwanted antibiotics to a community pharmacy for safe and environmentally friendly disposal.	

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CHECKLIST FOR JULY 2023

Domain / Criteria	Action Required	Complete
Medicines Safety & Optimisation - High Risk Medicines – Anticoagulant Audit	Take time to implement, into your day-to-day practice, the recommendations for community pharmacy from the first Anticoagulant Audit from the PQS 2021/22. Visit the CPWY Pharmacy Quality Scheme page to see a summary of the report recommendations .	
Medicines Safety & Optimisation - High Risk Medicines – Palliative Care	Create an action plan to use when they do not have the required stock of the 16 critical Palliative Care medicines or parenteral haloperidol available for a patient	
Prevention - Antimicrobial Stewardship	Take time to implement, into your day-to-day practice, the recommendations for community pharmacy from the first TARGET Antibiotic Checklist Review from the PQS 2021/22. Visit the CPWY Pharmacy Quality Scheme page to see a summary of the report recommendations .	
Prevention - Antimicrobial Stewardship	Review your current practice again using the TARGET Antibiotic Checklist , in order to provide tailored advice to patients and promote antibiotic awareness and stewardship.	
Prevention - Antimicrobial Stewardship	Create an AMS Action Plan for the pharmacy, available for inspection, which details how you will promote AMS.	

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CHECKLIST FOR AUGUST 2023

Domain / Criteria	Action Required	Complete
Gateway	Check your number of New Medicines Service (NMS) recorded by NHSBSA. Pharmacies must complete 15 NMS between 1st April and 31st December 2023.	
Medicines Safety & Optimisation - High Risk Medicines – Anticoagulant Audit	Complete the revised Anticoagulant Audit , including notifying the patient's GP where concerns are identified, sharing their anonymised data with NHS England, and incorporating any learnings from the audit into future practice by the end of 31st March 2024.	
Respiratory - Inhaler Technique	Check Your Training! All pharmacists (carrying out NMS) completed, within the last four years, the CPPE Inhaler Technique for Health Professionals: Getting it Right e-Learning or attended a CPPE face-to-face Inhaler Technique Workshop and passed the Inhaler Technique for Health Professionals e-Assessment .	
Respiratory - Inhaler waste management	Check Your Training! All patient-facing pharmacy staff working at the pharmacy have been trained on the reasons why used, unwanted and expired inhalers should be returned to the pharmacy for safe disposal and the adverse effects on the environment when inhalers are disposed of in domestic waste.	
Prevention - Antimicrobial Stewardship	Check Your Training! All non-registered pharmacy staff must have satisfactorily completed, within the last three years, the Infection prevention and control Level 1 e-Learning and Assessment on the elfh website . All registered pharmacy professionals must have satisfactorily completed, within the last three years, the Infection Prevention and Control Level 2 e-Learning and Assessment on the elfh website . All patient-facing pharmacy staff that provide advice on medicines or healthcare must have satisfactorily completed, within the last three years, the Antimicrobial Stewardship for Community Pharmacy e-Learning and e-Assessment.	
Prevention - Antimicrobial Stewardship	Antibiotic Guardian Pledge - all patient-facing staff that provide advice on medicines or healthcare, working at the pharmacy on the day of the declaration should have become Antibiotic Guardians and have an awareness of the content of the local antibiotic formulary and how to access it.	
Prevention - Antimicrobial Stewardship	Check Your Training! Safe Disposal - All patient-facing pharmacy staff must have been trained on the reasons why unwanted and expired antibiotics should be returned to the pharmacy for safe disposal and the adverse effects on the environment and antimicrobial resistance when antibiotics are disposed of in domestic waste.	

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CHECKLIST FOR SEPTEMBER 2023

Domain / Criteria	Action Required	Complete
Medicines Safety & Optimisation - High Risk Medicines – Palliative Care	Reminder to check you have updated NHS Profile Manager to show if you are a 'Pharmacy Palliative Care Medication Stockholder' and routinely hold the 16 palliative and end of life critical medicines.	
Prevention - Antimicrobial Stewardship	<p>TARGET Treating Your Infection Leaflets to be completed between 1st September 2023 and end of 31st March 2024</p> <p>Pharmacy staff to review their practice to include two TARGET leaflets:</p> <ul style="list-style-type: none"> • Treating your infection – Urinary Tract Infection (UTI) and • Treating your infection - Upper Respiratory Tract Infection (RTI) <p>to help assess patients presenting to the pharmacy with suspected UTI or upper RTI without a prescription, provide tailored advice to patients and promote awareness of antimicrobial resistance and antimicrobial stewardship.</p> <p>Review the recommendations of the 2022/23 TARGET Treating Your Infection leaflet data collection report, which will be published by 1st September 2023 by NHS England prior to completing the 2023/24 review. This review must be carried out over four weeks with a minimum of 15 patients for each leaflet, or up to eight weeks if the minimum number of patients is not achieved within four weeks.</p>	
Aspiration Payment	The Aspiration Payment must be claimed between 09.00 on 4th September 2023 and 23.59 on 29th September 2023 through the NHSBSA's MYS application .	

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CHECKLIST FOR OCTOBER 2023

Domain / Criteria	Action Required	Complete
Gateway	Check your number of New Medicines Service recorded by NHSBSA. Pharmacies must complete 15 NMS between 1st April and 31st December 2023.	
Medicines Safety & Optimisation - High Risk Medicines – Palliative Care	Reminder to create an action plan to use when they do not have the required stock of the 16 critical Palliative Care medicines or parenteral haloperidol available for a patient.	
Respiratory - Inhaler Technique	Gather evidence that from 1 st June 2023 TO THE DAY OF DECLARATION, pharmacy staff have offered the NMS , with the appropriate inhaler technique check, to all patients presenting with a prescription for a new inhaler – Use the CPWY Data Collection Record	
Respiratory - Inhaler Waste management	Gather evidence that pharmacy staff have spoken with all patients, their carer or representatives, for whom they have dispensed an inhaler between 1 st June 2023 TO THE DAY OF DECLARATION, about the environmental benefits of them returning all unwanted and used inhaler devices to a community pharmacy for safe and environmentally friendly disposal - inhaler – Use the CPWY Data Collection Record	
Respiratory - Use of a Spacer in Patients Aged 5-15 Years	Gather evidence that from 1 st June 2023 TO THE DAY OF DECLARATION that you have: <ul style="list-style-type: none"> • Checked that all children aged 5 to 15 prescribed a press and breathe pressurised MDI for asthma have a spacer device, where appropriate, in line with NICE TA384. • Referred children aged 5 to 15 with asthma to an appropriate healthcare professional where this is not the case – Use the CPWY Data Collection Record 	
Respiratory - Personalised Asthma Action Plans (PAAP)	Gather evidence that you have checked that all patients aged 5 years and above dispensed an inhaler for asthma from 1st June 2023 TO THE DAY OF DECLARATION have a PAAP. The pharmacy contractor must be able to show that pharmacy staff have referred all patients aged five years and above dispensed an inhaler for asthma from 1st June 2023 to an appropriate healthcare professional where this is not the case – Use the CPWY Data Collection Record	
Respiratory - Referrals for patients using 3 or more short-acting bronchodilator inhalers in 6 months	Gather evidence from 1st June 2023 TO THE DAY OF DECLARATION that patients with asthma, for whom three or more short-acting bronchodilator inhalers were dispensed without any corticosteroid inhaler within a six-month period have, since the last review point, been referred to an appropriate healthcare professional for an asthma review – Use the CPWY Data Collection Record	
Prevention - Antimicrobial Stewardship	The pharmacy must be able to evidence they have spoken with all patients, their carer or representative, for whom they have dispensed antibiotics from 1 st June 2023, about the benefits of them returning all unwanted antibiotics to a community pharmacy for safe and environmentally friendly disposal.	

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CHECKLIST FOR NOVEMBER 2023

Domain / Criteria	Action Required	Complete
Medicines Safety & Optimisation - High Risk Medicines – Anticoagulant Audit	Reminder! Have you completed the revised Anticoagulant Audit , including notifying the patient's GP where concerns are identified, sharing their anonymised data with NHS England, and incorporating any learnings from the audit into future practice by the end of 31st March 2024	
Respiratory - Inhaler Technique	Reminder! Check Your Training! All pharmacists (carrying out NMS) completed, within the last four years, the CPPE Inhaler technique for Health Professionals: Getting it Right e-Learning or attended a CPPE face-to-face inhaler technique workshop and passed the Inhaler Technique for Health Professionals e-Assessment .	
Respiratory - Inhaler waste management	Reminder! Check Your Training! All patient-facing pharmacy staff working at the pharmacy have been trained on the reasons why used, unwanted and expired inhalers should be returned to the pharmacy for safe disposal and the adverse effects on the environment when inhalers are disposed of in domestic waste.	
Prevention - Antimicrobial Stewardship	Reminder! Check Your Training! All non-registered pharmacy staff must have satisfactorily completed, within the last three years, the Infection prevention and control Level 1 e-Learning and Assessment on the elfh website . All registered pharmacy professionals must have satisfactorily completed, within the last three years, the Infection Prevention and Control Level 2 e-Learning and Assessment on the elfh website . All patient-facing pharmacy staff that provide advice on medicines or healthcare must have satisfactorily completed, within the last three years, the Antimicrobial Stewardship for Community Pharmacy e-Learning and e-Assessment.	
Prevention - Antimicrobial Stewardship	Reminder! Antibiotic Guardian Pledge - all patient-facing staff that provide advice on medicines or healthcare, working at the pharmacy on the day of the declaration should have become Antibiotic Guardians and have an awareness of the content of the local antibiotic formulary and how to access it.	
Prevention - Antimicrobial Stewardship	Reminder! Check Your Training! Safe Disposal - All patient-facing pharmacy staff must have been trained on the reasons why unwanted and expired antibiotics should be returned to the pharmacy for safe disposal and the adverse effects on the environment and antimicrobial resistance when antibiotics are disposed of in domestic waste.	

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CHECKLIST FOR DECEMBER 2023

Domain / Criteria	Action Required	Complete
Gateway	Check your number of New Medicines Service (NMS) recorded by NHSBSA. Pharmacies must complete 15 NMS between 1st April 2023 and 31st December 2023	
Medicines Safety & Optimisation - High Risk Medicines – Anticoagulant Audit	Take time to implement, into your day-to-day practice, the recommendations for community pharmacy from the first Anticoagulant Audit from the PQS 2021/22. Visit the CPWY Pharmacy Quality Scheme page to see a summary of the report recommendations .	
Prevention - Antimicrobial Stewardship	Take time to implement, into your day-to-day practice, the recommendations for community pharmacy from the first TARGET Antibiotic Checklist Review from the PQS 2021/22. Visit the CPWY Pharmacy Quality Scheme page to see a summary of the report recommendations	
Prevention - Antimicrobial Stewardship	Review your current practice again using the TARGET Antibiotic Checklist , in order to provide tailored advice to patients and promote antibiotic awareness and stewardship.	
Prevention - Antimicrobial Stewardship	Create an AMS Action Plan for the pharmacy, available for inspection, which details how you will promote AMS.	

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CHECKLIST FOR JANUARY 2024

Domain / Criteria	Action Required	Complete
Medicines Safety & Optimisation - High Risk Medicines – Anticoagulant Audit	Reminder Last Chance to Complete in Time! Have you completed the revised Anticoagulant Audit , including notifying the patient's GP where concerns are identified, sharing their anonymised data with NHS England, and incorporating any learnings from the audit into future practice by the end of 31st March 2024	
Respiratory - Inhaler Technique	Final Reminder to Check Your Training! All pharmacists (carrying out NMS) completed, within the last four years, the CPPE Inhaler Technique for Health Professionals: Getting it Right e-Learning or attended a CPPE face-to-face inhaler technique workshop and passed the Inhaler Technique for Health Professionals e-Assessment .	
Respiratory – Inhaler Waste Management	Final Reminder to Check Your Training! All patient-facing pharmacy staff working at the pharmacy have been trained on the reasons why used, unwanted and expired inhalers should be returned to the pharmacy for safe disposal and the adverse effects on the environment when inhalers are disposed of in domestic waste.	
Prevention - Antimicrobial Stewardship	<p>Final Reminder to Check Your Training! All non-registered pharmacy staff must have satisfactorily completed, within the last three years, the Infection prevention and control Level 1 e-Learning and Assessment on the elfh website.</p> <p>All registered pharmacy professionals must have satisfactorily completed, within the last three years, the Infection Prevention and Control Level 2 e-Learning and Assessment on the elfh website.</p> <p>All patient-facing pharmacy staff that provide advice on medicines or healthcare must have satisfactorily completed, within the last three years, the Antimicrobial Stewardship for Community Pharmacy e-Learning and e-Assessment.</p>	
Prevention - Antimicrobial Stewardship	Final Reminder to Antibiotic Guardian Pledge - all patient-facing staff that provide advice on medicines or healthcare, working at the pharmacy on the day of the declaration should have become Antibiotic Guardians and have an awareness of the content of the local antibiotic formulary and how to access it.	
Prevention - Antimicrobial Stewardship	Final Reminder to Check Your Training! Safe Disposal - All patient-facing pharmacy staff must have been trained on the reasons why unwanted and expired antibiotics should be returned to the pharmacy for safe disposal and the adverse effects on the environment and antimicrobial resistance when antibiotics are disposed of in domestic waste	

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CHECKLIST FOR FEBRUARY 2024

Domain / Criteria	Action Required	Complete
Pharmacy Quality Scheme Payment Claim	Contractors can make their PQS declaration at any time during the declaration window, between 09.00 on 5th February 2024 and 23.59 on 1st March 2024.	