

Appendix B: NHS CPCS Implementation checklist

Action	Complete
<p>The pharmacy is registered with NHSBSA (via MYS) to provide the service.</p> <p><i>Note: some multiple pharmacy groups may complete this process centrally, please check your internal communications where appropriate to confirm the process to follow for your pharmacy to register for the NHS CPCS.</i></p>	<input type="checkbox"/>
All pharmacists have read the NHS CPCS service specification and SOP.	<input type="checkbox"/>
All pharmacists are aware of the information within the NHS CPCS toolkit and know where to access this when needed.	<input type="checkbox"/>
Pharmacists are familiar with and feel competent to provide care for patients presenting with referral conditions listed in Annex D of the service specification.	<input type="checkbox"/>
The pharmacy team have a process in place to check for referrals from NHS 111 at appropriate intervals.	<input type="checkbox"/>
The pharmacy team have logon credentials to access the NHS CPCS IT system.	<input type="checkbox"/>
The pharmacy team have access to the pharmacy's NHSmail shared mailbox on every day the pharmacy is open.	<input type="checkbox"/>
Pharmacists and pharmacy technicians can access the NHS Summary Care Record (SCR).	<input type="checkbox"/>
Locums or relief pharmacists are able to readily access the NHS CPCS service specification, SOP and toolkit and have the required logon credentials for the NHS CPCS IT system and NHSmail shared mailbox for the pharmacy.	<input type="checkbox"/>
The DOS helpline number 0300 0200 363 has been added to the pharmacy's business continuity plan processes in case of an emergency closure where the service needs to be temporarily disabled.	<input type="checkbox"/>
Pharmacists and locums who will be delivering the service have been signposted to the CPPE self-assessment tool for the NHS CPCS to inform their training needs.	<input type="checkbox"/>