

Deadline Tracker – March 2026

If you are part of a pharmacy group or multiple, please liaise with your area managers/head office.

Subject	Requirement	Deadline	Action & Links	Tick when completed
<u>Annual Complaints Return</u>	Contractual Requirement	Action Required by 30 April 2025	<p>Under the NHS (Pharmaceutical and Local Pharmaceutical Services) Regulations 2013, all pharmacy contractors are required to submit annual complaints report to the local Commissioning Team as soon as reasonably practicable after 31 March, marking the end of the reporting year.</p> <p>NHS complaints procedure - Community Pharmacy England</p>	
<u>Mandatory Local Health Campaign 2: Promoting the NHS App</u>	Contractual Requirement	Campaign dates: 02–20 March 2026	<p>The second mandatory local health campaign, titled Promoting the NHS App, which will run from 02 to 20 March 2026.</p> <p>This is a mandatory local health campaign selected by the local Integrated Care Board (ICB) in line with the Community Pharmacy Contractual Framework 2025/26. All Pharmacies must participate for a minimum of 2 weeks, though continued promotion is encouraged.</p> <p>1. Display and use campaign materials. 2. Engage with patients. 3. Share your experiences (optional) Unless you have received communication to state differently.</p> <p>If you have any queries, please contact the pharmacy team at: england.pharmacysouthwest@nhs.net</p>	
<u>CPE 2026 Pharmacy Pressures Survey</u>	Optional	16th March 2026	<p>The 2026 Pharmacy Pressures Survey is entering its final two weeks. Your responses provide the essential evidence needed to show Ministers and the media the true scale of the challenges you face every day.</p> <p>If you haven't responded yet, please take a few minutes today to complete the survey and ensure that the reality of your pharmacy's situation is represented in our national evidence base.</p> <p>Business Owners Survey</p> <p>Pharmacy Teams Survey</p>	
<u>Pharmacy Quality Scheme</u>	Pharmacy Income	31st March 2026	<p>Deadline for ensuring the requirements of the quality criteria (excluding those that need to be met by the day of the declaration) have been met.</p>	
<u>Flu Vaccination Service</u>	Pharmacy Income	31st March 2026	<p>Adult and Children Flu Vaccination Ends.</p>	

Covid-19 FDP Drop in Session	Pharmacy Income	10th March 2026	Federated Data Platform (FDP) drop-in session for those taking part in the spring COVID-19 vaccination programme. Pharmacies will require access to FDP to order COVID-19 vaccines. https://cpe.org.uk/our-news/c-19-vac-setting-up-fdp-access/
NHS Profile Update	Contractual Requirement	31st March 2026	Update your NHS profile with Flu and Covid vaccination service, bank holiday easter opening hours etc as appropriate. Remember to add any new services such as flu and covid vaccinations. Make sure you verify ALL 5 sections in Profile Manager.
NHS Mail		Ongoing	Ensure all Pharmacy Team members have access to NHS Mail. NHSmil 2 Portal - Home
Smartcards		Ongoing	Ensure all Pharmacy Team members have working and up to date smartcards. Email: scwcsu.smartcards@nhs.net Tel: 0300 5610429
Pharmacy IT Sytems (PharmOut comes, etc)		Ongoing	Ensure all Pharmacy Team members have access to Pharmacy IT Systems to ensure consistency with services provided.

Training & Webinars -

CANCELLATION PLACES AVAILABLE – CPPE NHS Pharmacy First: Clinical assessment and examination skills full-day workshop

It's taking place on **Sunday 8th March from 9.30pm to 5pm** at the **Holiday Inn Gloucester-Cheltenham, GL4 3RX**. This is a very popular event, so places are likely to go fast. To secure your place, [book here](#)