

July 2022

PSNC Briefing 016/22: Contractor checklist of considerations ahead of an expression of interest for the COVID-19 Vaccination Service

This checklist provides community pharmacy contractors with a non-exhaustive list of some considerations to support their decision on whether or not to submit an expression of interest (EOI) in providing the Community Pharmacy National Enhanced Service COVID-19 Vaccination Programme: Phase 5 - 2022/23. Further information on the service and resources can be found at [psnc.org.uk/C-19 Vacs](https://psnc.org.uk/C-19%20Vacs).

Requirement	Activity and Considerations	Considered							
Gain an understanding of the service	Read the service specification (this will initially be published as a draft) and the Community Pharmacy Site Selection Process prior to completion of an expression of interest so that you fully understand the service requirements.	<input type="checkbox"/>							
Key designation criteria									
Assess ability to meet the criteria	<p>Will your pharmacy-led site meet the following criteria?</p> <ol style="list-style-type: none"> <li data-bbox="347 1080 1308 1131">The location of the site or prospective site is in a location that could meet the local population need. <li data-bbox="347 1145 1308 1197">The capacity that the site or prospective site will be able to provide, is likely to be appropriate to support the local population need. <li data-bbox="347 1210 1308 1264">The age cohorts that the site or prospective site is prepared to vaccinate, is likely to be appropriate for the local population need. <li data-bbox="347 1277 1308 1408">The model includes provisions to provide vaccinations to care home residents and people who are housebound, if requested by the Commissioner and the Commissioner believes that it is likely or possible that this may be required. <li data-bbox="347 1421 1308 1473">My pharmacy: <ol style="list-style-type: none"> <li data-bbox="389 1486 1308 1617">Will be able to offer at least 100 vaccines per week through a combination of published walk-in clinics and through the National Booking Service over an expected 12-week period <u>without</u> affecting the delivery of our core NHS services. <li data-bbox="389 1630 1308 1763">Has a good track record of providing NHS services and there should be no outstanding concerns held by the NHS England and NHS Improvement regional team about our ability to satisfy our Terms of Service, including in relation to provision of our opening hours. <li data-bbox="389 1774 1308 1906">Will be able to meet the requirements set out in the draft service specification and will be able to commence vaccinating within 4 weeks of notification of the contract award. <li data-bbox="347 1920 1308 1971">The most recent GPhC inspection of my Pharmacy (if one has taken place) confirms the pharmacy has Met the Standards for all 5 principles. 	<input type="checkbox"/>							

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in high volumes	<ul style="list-style-type: none"> • If so, what volume of vaccines for each type of service have you previously provided in a year? (e.g. <i>Number of flu vaccines administered last season?</i>) • Do you or your team, have any other relevant experience of managing high volume patient footfall? (<i>Consider inclusion of any previous marshalling experience or organisational experience</i>) 	<input type="checkbox"/> <input type="checkbox"/>
Ability to provide the desired volume of vaccines 'capacity'	<ul style="list-style-type: none"> • What vaccine volume do you plan to provide per week? • What staffing numbers will be needed to achieve this and how will you source your workforce? • What time will you need to achieve the training requirements for all staff involved in the service? • If your site is required to provide surge support, how will you achieve this and how will your workforce flex to this requirement? • What is the maximum volume of vaccinations that you could achieve as part of surge efforts? • How do you plan to maintain business as usual services for patients at the pharmacy? • How will you coordinate your vaccine provision to encompass the different vaccine types and to ensure patients receive the full course of the appropriate vaccine, where required? • Will you have capacity for co-administration of vaccines? (e.g. with a flu vaccine?) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Value for money	<ul style="list-style-type: none"> • Are you able to provide an estimate of the costs of set up and the ongoing costs of provision of the service? • Have you considered the equipment that would be required by the site and can you provide a detailed list if requested? • If you are providing/proposing off-site provision, are you able to provide an indication of the additional costs associated with this? • Is there additional cost to secure the site? • Does your provision/proposed provision include/support multiple offers, e.g. walk-ins, booked appointments, roving vaccinations? • What additional activities will you be offering to support patients as part of a MECC approach? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Workforce	<ul style="list-style-type: none"> • What is your workforce plan to provide the service? (Including an appropriate number of clinical and admin staff to maintain a safe service.) • How many staff will be available on each clinic day? • How many vaccination pods will your site provide? • Do you intend to work with any local Lead Employer to drawn down staff / volunteer workforce? • Will you be using the PGD or the national protocol? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Engagement with local systems	<ul style="list-style-type: none"> • What are your plans to work with other healthcare vaccination providers, Primary Care Networks (PCN), Integrated Care Systems (ICS) and local communities to ensure coordination of vaccination services and to offer best access for patients? • Can you provide examples of experience of working with community partners, PCN/local CCG/ICS to provide services and ensure best use of local resources and vaccination clinic schedules that offer patient flexibility and choice? 	<input type="checkbox"/> <input type="checkbox"/>

Requirement	Activity and Considerations	Considered
Notification of wish to be considered to continue Or Completion of Expression of Interest (EOI)	<p>A. Contractors operating sites under the current Local Enhanced Services (LES) (including 'paused' sites) that wish to continue under the national Enhanced service (Phase 5): Must register their interest with their NHS England Regional Team that they wish to be considered to continue to provide the service under Phase 5 by submission directly to their local commissioner before 5pm on 14th July 2022.</p> <p style="text-align: center;">OR</p>	<input type="checkbox"/>
	<p>B. Contractors that are not currently commissioned under the LES to provide COVID-19 vaccinations: Must submit an <u>Expressions of Interest</u> by 5pm on 20th July 2022 if they are:</p> <ul style="list-style-type: none"> • A pharmacy contactor who is already commissioned to provide vaccinations in one location but wants to operate an additional site. (This will include those who may have previously been commissioned but are not currently working under the LES 2021/22 Phase 3); or • A pharmacy contractor who wants to participate in the COVID-19 Vaccination Programme in Phase 5. <p>Contractors that have previously submitted an EOI and have retained the automated confirmation detailing their responses, do not need to complete all their details again. The EOI form will permit contractors to indicate that they wish to be considered again and refer to their previous submission if they believe that it provides sufficient information for the Regional Team to decide on their site suitability.</p>	<input type="checkbox"/>

For more information, please contact england.pccovidvaccine@nhs.net.