



12 November 2025 (#9)

Reminder: Early Closures- Christmas Eve and New Year's Eve

Deadline: 20 November

As **Christmas Eve** and **New Year's Eve** fall on normal working days this year, contractors may choose to close earlier if supplementary hours extend into the evening.

This is an "**inform**" and does **NOT** need NHSE acknowledgement or confirmation, so contractors are urged to keep a secure record of their intention to close early.

Don't forget to update your opening hours in the NHS Profile Manager using the [NHS Profile Manager tool](#).

Supplementary Opening Hours Notice Periods

Following discussions with the Department of Health and Social Care (DHSC) and NHS England as part of Year 4 negotiations, it has been agreed that the required notice periods for changes to supplementary opening hours will reduce.

Community pharmacy contractors who want to change their supplementary opening hours are required by their terms of service to notify NHS England.

From 1st October 2022, if a contractor wants to:

- **increase** supplementary opening hours at the pharmacy, this can be done with no notice – but notification of the change must still be given to NHS England.
- **decrease** supplementary opening hours at the pharmacy, at least **five weeks'** notice must be given to NHS England prior to implementing the change.

This amendment to the regulations* has been agreed to give contractors **more flexibility** changing supplementary opening hours by reducing the three-month period that contractors previously have had to give for increasing or decreasing these hours.

Practicalities

Contractors are encouraged to give NHS England as much notice of changes as they can of any changes to supplementary opening hours.

NHS England has published a template [notification form](#) (see Chapter 36, Annex 7 – Notification of changes to supplementary opening hours) for this purpose. *The form is in the process of being updated to reflect the amended notice periods.*

The pharmacy has the right to amend supplementary opening hours so long as the required notice/notification is given. This is **not an application process** and there is no requirement for NHS England to approve or grant changes to supplementary opening hours.

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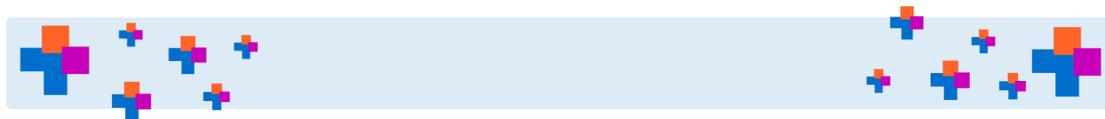
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Posts are supportive of all Birmingham & Solihull pharmacy contractors highlighting activity/services/care that the people of Birmingham & Solihull may not necessarily associate with Community Pharmacies.



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