

**COMMITTEE MEETING MINUTES**

Tuesday 26<sup>th</sup> September 2017

1.00pm - 4.30pm

Venue: Holiday Inn, Grange Park, Northampton. NN4 5EZ

**LPC MEMBERS PRESENT:**

Raja Srikakulapu (RS)

Has Modi (HS)

Anil Patel (AP)

Veronica Horne (VH)

Raju Malde (RM)

Sue Smith (SSm)

Daljit Poone (DP)

Mohammed Kolia (MK)

Jason Hoddle (JH)

**OTHERS IN ATTENDANCE:**

Sue Snelling - Chair (SSn)

Carolynne Freeman - Vice Chair (CF)

Anne Marie King - Chief Officer (AMK)

Mike King (MK)

**APPOLOGIES**

Chirag Patel (CP)

Kishor Shah (KS)

Andrew Kerr (RK)

Garry Newman (GN)

Rishi Hindocha (RH)

Declarations of interest all complete. There were no declarations of interest reported with the agenda.

**Minutes of previous meeting**

Minutes of the previous meeting (20<sup>th</sup> July 2017) were reviewed and approved as an accurate reflection of the meeting and action points. SSn signed the minutes as chair.

**Minute taking.**

The committee discussed who should take minutes during the meetings and whether this should be shared between members, or sourced outside the committee to a trained 'minutes secretary.' The committee agreed that the minutes should be consistent. CF offered to continue to take minutes during the meetings.

### **Chief officer report**

AMK presented her report to the committee (attached)

The committee discussed a guidance document which has been written by MK CCG, regarding ordering of repeat prescriptions. MK CCG are keen that repeat ordering in this geographical area is not changed and the committee agreed that the document was sensible and fit in with current practice.

MK CCG are re-launching their Pharmacy Development Group in November and have asked for a volunteer in community pharmacy to talk about HLP.

PSNC Chair and CO conference will be held soon. The committee discussed the value of sending members to the conference and it was agreed that there is little benefit. It was decided that we would not attend this year.

NUMSAS. The committee discussed this new service. There are 16 live pharmacies to date.

Flu Vaccination advert Heart Radio. The committee listened to the advert and agreed that it gave the right message and would support contractors well to attract patients into the service. AMK thanked HM and SSm for their help with the advert.

Northants CCG. The committee viewed a short film which can be used in GP surgeries to promote MURs. The committee agreed that the film could be improved but the message it gave was positive.

### **Sub-groups reports (services/contracts/finance/governance)**

#### **Services**

The subgroup met earlier in the day to discuss how we can add value to the committee. AMK is on top of the current services and has formed good working relationships with local commissioners. It was agreed that the subgroup would meet with AMK to establish how she would benefit from our help.

HIV testing MK (Pilot). CF reported that the pilot has been up and running since March 2017. It has been slow to start but the pilot branch has now undertaken 11 tests.

#### **Finance**

RS gave his report to the committee (attached)

SSm suggested that RS produces a more detailed breakdown of member fees in his report for better transparency. This was agreed by committee members.

AMK pension has now been set up. The indemnity insurance is currently being renewed.

The report for the AGM was discussed. RS and DP explained how the levies had been reduced since 2014, with approximately £1000 saved for each contractor over the last 3 years. It was agreed that this was a positive message to give to contractors during the AGM. We are now on target to achieve optimal balance in the LPC account and running costs have been lowered.

#### **Contracts committee**

HM gave his report to the committee.

## Strategy Discussion

### Update on the Strategy Meeting held on 20<sup>th</sup> July 2017

A list of headings was produced during the strategy meeting. The committee discussed these headings and agreed that some would form part of our core service and others would be included in our strategy going forward.

It was agreed that we would retain core subgroups to include Finance, Governance and Contract applications. These groups will look at their TOR and report back to the committee at the next meeting.

The services subgroup committee will now look at future strategy of the committee, and what we want to deliver to support contractors in the future. Other members of the committee may be required to help this subgroup depending on skills and work plan. This subgroup will meet before the next committee meeting and will report back to the committee.

It was decided for the new committee members that JH would go onto the finance committee and MK would join the governance committee.

## PSNC Report

Mike King PSNC gave his report

Current supply issues - The PSNC is meeting with DoH, and have asked contractors to send in reports of such problems. The problems are mainly due to price concessions. HM expressed concern over branded generics. The PSNC are aware of the situation, and this is forming part of the discussions around supply.

Result of judicial review - It has been agreed that we can exercise our right to appeal. This will happen in due course.

Pharmacy contract - Due for overhaul. The new contract will be based around the pharmacy forward view.

Guidance documents. - The PSNC will provide guidance to LPCs on future planning to coincide with new committees next year. A paper will provide guidance on priorities to be set over the next few years, and will explain what expertise and structure will be needed. This will include work with STPs.

PSNC new CEO. The present CEO will resign at the end of the year. Process is underway to find a successor.

## Any Other Business

- DP raised the issue of switching. SSn and AMK informed him that complaints should be directed to Giles Owen if he had acted out with the policy which can be viewed on the LPC website.
- SSM has proposed an agenda item for the next meeting in November to discuss committee size (as requested by CCA)

Date of next meeting confirmed as Thursday 16<sup>th</sup> November 2017

The meeting was closed at 4.45pm

X

PP



Sue Snelling

## Reports

### Chief Officer

CGL

Martin Holmes at CGL left his post a couple of months ago. Austin Sanderson has been promoted into the position and has started his new role last week. I have reiterated that the committee always welcome them to meetings and would be pleased to meet Austin.

Haley advised us in July that currently CGL were having a few changes to their prescribing module. The changes that we were advised of will affect the layout of prescriptions. This is being brought in to be in line with other prescribing services across the county. The changes have now been implemented. Unfortunately, one of the changes means that supervision of consumption of 2 different strengths of e.g. Buprenorphine will now only attract a single supervision fee.

AGM

Joanne Goodwin of Nutricia is coming along this evening. She will meet and greet before the main event and offer advice to pharmacists on early years nutrition with a particular focus on 2015 NICE guidelines stating Gaviscon for reflux not always first line e.g. use thickened formula. Joanne will sponsor some of the event for us.

STP Milton Keynes

While [Sustainability and Transformation Partnerships \(STPs\)](#) have been established across England, some areas are ready to go further and more fully integrate their services and funding. The national health and care leadership bodies have designated [eight emerging 'Accountable Care Systems' \(ACS\)](#), along with two devolution areas, that will lead the way in implementing priorities set out in [Next Steps on the NHS Five Year Forward View](#).

An ACS is an evolved version of an STP, potentially covering a sub-set up an STP's geography in which there is local collective responsibility for population health and resources, enabling greater local freedom and control over the operation of local health systems and allocation of funding.

One of these eight ACS is MK.

The ACS covers the 3 areas within the sep footprint of MK , Beds and Luton. Community Pharmacy were already firmly established in the prevention strand of the STP meetings and so ideally placed when this new funding stream became evident to push for more remunerated services. The total funding pot is in the region of £4.5 and Beccy White was keen to secure funding for a commissioned service delivering early detection of AF.

#### NUMSAS

16 pharmacies are now live in our area. I continue to work with Beth Roberts at Nene CCG to smooth issues.

#### Managed Repeats Northants and MK

I shared with you and thanks to those of you who offered feedback on Arti's materials

Poster that can be used in the Community Pharmacy and GP practice

Patient leaflet explaining the changes; these can be:

- posted to patients along with a letter explaining the change and an online ordering guide
- used by Pharmacy/Practice staff to help explain the changes to patients (as discussed with yourself and Raja in a previous meeting)
- available for self-selection in the Pharmacy/Practice

Letter template that can be sent from GP practice to patient

Patient leaflet explaining how to set up online ordering which can be posted to patient along with letter and leaflet explaining changes

Our response stated...

We have learned that Nene CCG is determined to progress the implementation of the repeat prescription project and with that in mind the LPC are keen to continue to work closely with you to identify potential areas of weakness and concern in the draft proposals such that issues can be rectified thus ensuring a smooth transition for patients, pharmacies and GP's.

In any of the leaflets and posters we would strongly discourage wording that suggests any of the changes have been suggested by community pharmacy. It should be made clear that the Drs surgery would like patients to use a direct ordering process but if this causes problems one could notify the GP that you wish to order via the pharmacy . The opt out clause for patients should be prominent please.

In areas of rurality patients cannot easily get to Drs and hence need to be able to use the local pharmacy

We would like to avoid wording that could be misconstrued because of the implication that the current access route for reordering repeats is risky.

Still on the issue of clarity, the leaflet makes no mention of turnaround times from surgery. The letter implies this might vary between surgeries which is not ideal. We would have expected a standardised approach and if more surgeries opt in then we should be looking for their alignment within a service level agreement to make it simpler for all and avoid fragmentation. 2-3 days does not seem specific enough.

Also with regard to timelines, pharmacies should know when a patient has re-ordered and that a prescription is ready to be collected, especially if they are NonEPS. At present, this is known at the pharmacy because they submitted the request. This will not be the case going forward and increases the chances of patients going without meds. In areas where repeats are managed similar to the way in which Nene proposes, there has been a rise in the number of emergency supply requests.

If there is no such service specification planned surgeries will have to be prepared for the pharmacies calling every day to see if there is a need to collect prescriptions. This will potentially just add to workload all round at GP and in pharmacies.

For those patients who will read the leaflet something to highlight the importance of the changes would be valuable. From experience in other LPC areas a bold heading was demonstrated to gain more attention e.g. 'IMPORTANT INFORMATION' OR 'IMPORTANT CHANGES TO REPEAT PRESCRIPTION ORDERING' .

In leaflet for online ordering Section 3 refers to 'Radio button'. We would question whether this will mean anything to a lot of the population.

Are you in a position at this time to tell us how far in advance of the proposed changes the information leaflets and posters will be made available?

Nothing further at this stage on Northants

Managed repeats MK

I met with Janet Corbett last week to learn of the outcomes following the patient consultation on how patients would order their prescriptions in the future. There is to be no change but Janet is still keen to work with pharmacies to drive home important messages. I asked if there would be a comms budget and there could possibly be a small amount or incentives for pharmacies to participate in e.g. bag stuffing leaflets. No firm decisions yet on how a campaign might look.

The MK Pharmacy Development Group failed to re-launch last year but they are having another go...in November (2nd) and would like us to present on HLP because pharmacists from outwith the community sector won't know a great deal about HLP.

Janet has something that she would like me to include in a future newsletter on specials ordering.

We have been asked to comment on Repeat prescription best practice guide.

Chairs and CO CONFERENCE

LPC Conference 2017 - 1st November 2017 - Manchester

The annual meeting of LPC representatives is an event when all LPCs meet to discuss current issues affecting their contractors, make representations to PSNC on their behalf and input into the PSNC planning process.

LPC Chairs and Chief Officers Meeting - 31st October 2017 - Manchester

The purpose of this meeting is for PSNC CEO Sue Sharpe and the policy team to give confidential updates on current issues.

## Treasurer Report

Treasurer Report for September LPC Meeting  
27/09/17

### INCOME

81.29 INTEREST

24000.04 Levys

24081.33 TOTAL

EXPENDITURE

TOTAL

Pounds

TOTAL IN THE ACCOUNT AS OF		17/07/2017	112872.59
TOTAL INS			24081.33
TOTAL			136953.92
TOTAL OUTS			23657.8
			113296.12
TOTAL			113296.12
Balance on 25/09/17	in the account		
			113296.12

9533.0

9 global radio flu promotion

15 Currys computer tech protection

487.7 Business credit card

4125.3

5 HMRC

5765.8

2 Annie wages for march and april

142.1 Raju

759.2 sue snelling

62.55 annie expenses

153.35 Gerald BEDS LPC

0 Carolynne writing up minutes

312.5 raja

250 Treasurer Honoraria

268 Has

259 Sue Smith

250 chirag

250 poone

0 Anil

296.87 kishore

214.87 rishi

12.4 Service charge

250 veronica

250 Garry

23657.  
8

#### Contract applications

- Superdrug Grosvenor Centre Northampton: Application for inclusion in a pharmaceutical list at First Floor, 9-11 Wood Street, Grosvenor Shopping Centre, Northampton, NN1 2ED in respect of distance selling premises by Superdrug Store Plc. Comments on this were in for 22nd September
- From 10th August...Previous OWNER - Blackthorn Healthcare Ltd T/A Imaan Pharmacy New OWNER - **Oakfield Pharma Ltd** T/A Blackthorn Pharmacy

•A re-

**Re: Application offering unforeseen benefits at in The Area Bounded by North of Whittlebury Road, West of the A5, NN12 7LD by Paksh Ltd**

sponse

was submitted end July by LPC and we did not support the application.

- Re: Application for inclusion in a pharmaceutical list at Victory House, 400 Pavilion Drive, Northampton Business Park, Northampton NN4 7PA in respect of distance selling premises

HealthCare Meds granted in August. LPC did not wish to make further representation by deadline 12/9/17