

COMMITTEE MEETING MINUTES

Thursday 9th May 2019

1.00pm - 4.30pm

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

LPC MEMBERS PRESENT:

Raju Malde (RM)
Amrit Minhas (AM)
Lakhminder Flora (LF)
Carolynne Freeman - Vice Chair (CF)
Veronica Horne (VH)
Rishi Hindocha (RH)
Chetan Parmar (CP)
Hansa Bi (HB)

OTHERS IN ATTENDANCE:

Sue Snelling - Chair (SSn)
Anne Marie King - Chief Officer (AMK)

APOLOGIES

Kishor Shah (KS)
Has Modi (HS)
Matthew Armstrong (MA)
Anil Patel (AP)

ABSENT

Anna Ruthven
Daljit Poone

Outstanding declarations of interest were completed. There were no declarations of interest reported with the agenda.

Minutes of previous meeting

Minutes of the previous meeting (Thursday 21st March 2019) were reviewed and approved as an accurate reflection of the meeting and action points. SSn signed the minutes as Chair.

Reports

Chief officer report

AMK presented her report to the committee for discussion (See attached notes)

RAG review of services. AMK had produced an example of how a Local Enhanced Service can be reviewed going forward. This was discussed by the committee who agreed it was an excellent way of assessing services before they are sent out for contractors to sign. We agreed that commissioners should pass documents for new or updated services to the LPC before they are issued to contractors. The LPC would review the documents and give a rating of Red, Amber or Green. Contractors would be able to see the review on the website before deciding whether or not to take part. VH suggested that we should add a disclaimer to each RAG analysis to say that the LPC were not responsible for the legal content of the document.

Data reporting for Local Enhanced Services in MK. Data collection and claims in MK are currently paper based and Public Health are looking into using PharmOutcomes (or similar) for their services going forward. The committee discussed who would fund the cost of such a system. It was agreed that contractors should not pay for this directly, or indirectly via the LPC funds. AMK will feed back to Public Health with our views that they should fund the system or incorporate the costs into a higher fee for the service being delivered. This would apply to the initial cost and ongoing costs.

Red Flag Training held jointly with CP and CCG. RM gave positive feedback on the training that was held recently.

AGM. AMK has organised a joint CPPE event to cover revalidation. The committee agreed this would be valuable and contractors would attend.

Finance Report

AM reported that he is still in the process of taking on the treasurer role and is waiting for information from RS, Lloyds Bank, Sage and Bright Pay. The committee discussed how these issues would be resolved in order that he can take on the role properly.

- RS will be asked to help with Sage and Bright Pay
- CF and SSn will make further contact with Lloyds bank.

The accounts for the year ending March 2019 have now been sent to the accountant.

AM aims to have the following in place for the next meeting:

- Finance sub-group meeting
- Budget set for 2019-20

Contracts committee

RH gave this report to the committee (attached).

Governance committee

AMK Review. The committee conducted a review for AMK on 9th May 2019. The review was good and discussions included work for QP, RAG rating for services and PCNs as positives. It was noted that AMK sometimes lacked support from committee members and this will be addressed. It was suggested that a 'WhatsApp' group was set up to make communications easier.

AMK would like to attend development days when they are available.

The review concluded that all objectives have been met this year and therefore the increment in salary would be awarded as discussed at the last meeting. This would be

Mike King - PSNC

Mike King gave his last report to the committee before his retirement. We all wished him well for the future and thanked him for his support.

Funding negotiations. These are being discussed with NHSE and DOH. MK cannot give any details at present, but expressed that the talks are challenging. The PSNC are hoping that something will be in place by October 2019. The PSNC are hopeful that the outcome will be a better use of pharmacist clinical skills and a national Minor Ailment service.

Pharmacy Minister. Seema Kennedy is the new Pharmacy Minister.

PCNs. Are forming a big part of PSNC work. (Also with NPA, CCA and other organisations.) The PSNC website has a dedicated link with resources to help LPCs with this work.

Treasurers meeting. This will be held on 15th May 2019. AM will attend. The agenda will include financial planning, expenses policies, reserves policies, pension changes, LPC levy, LPC 'dashboard'.

Chair and Vice Chair training. After a successful session in May, further sessions are planned later in the year. (September / October).

Lisa Pearson (NHFT) and Sarah Clare (IAPT)

LP and SC spoke about the Mental Health Services in Northampton.

LP gave an overview of the local services and the steps involved in the referral process. This included acute, long term care and self-referral. CP may have an important role in self-referral and primary care referrals.

SC described the IAPT programme which is there to plug the gap between primary care and to prevent acute referral. The aim is to capture the general public into a self-referral process which can save time and prevent a patient needing more specialist support.

CP would act to signpost patients who present in the pharmacy or maybe identified during an MUR or other consultation. Once referred into the service, each patient will receive a 45 minute telephone consultation with IAPT and further referral to a specialist service as appropriate.

The committee discussed the posters and leaflets available and agreed that they would be useful for contractors not only to support patients but to help with HLP. AMK will liaise with LP and SC to help organise distribution of materials.

Simon Dukes CEO PSNC

Simon Dukes gave a brief introduction about what he had covered during his first year in post. He has spent time meeting and liaising with stakeholders to understand Community Pharmacy (CP) priorities for the future. He is now starting to address funding, capacity and supply in the sector.

SD has met the new Pharmacy Minister to discuss CP priorities.

The long term plan was discussed and we were told that future communications will be released especially regarding PCNs and how CP and LPCs can engage.

- The committee the discussed the following issues:
- Next steps in HLP.
- The importance of building relationships with LMCs.
- LMCs and the link to PCNs.
- The role of the clinical pharmacist compared to that of a community pharmacist.
- The fact that CP is not often seen on a level with GPs and we are often in competition.
- The development of enhanced services.
- QP and DMIRs

The committee thanked SD for attending the meeting and the opportunity to discuss current CP priorities.

Any Other Business

AM Asked that committee members update him with bank details if any are incorrect.

Date of next meeting confirmed as Thursday 18th July 2019

The meeting was closed at 5.00pm

X

Sue Snelling

Chief Officer Report (Notes)

Future event:

Dr Jo Morris GP Chair for the 5 GP practices in Corby Sept 11th from lunchtime onwards Best Western Corby
Health and Care (GP, CP, Dentist, Ophthalmology perhaps social care)

Show and tell event 10 min presentation:

- What do I do well?
- What could I improve on?
- What would I like to be doing more of?
- And questions submitted to Jo beforehand on myth busting e.g. for dentists...why can't I ever get an appointment in March?

TCAM

Teleconference 1/4/19. Group established and facilitated by Kate Dawson from EMAHSN. Initial engagement established that we have engagement within the Northamptonshire area to utilise PharmOutcomes for TCAM referrals, which includes the following Trusts: Kettering, Northampton and Northamptonshire Healthcare.

The next steps in the project are for the Trusts to understand the IM+T interface options and potential costings of these, so formal business cases can be considered. Both Kettering and Northampton Hospital have in-house IM+T.

Duane, Rachel and Michaela to email Gary (php Partnership) the contact detail of the Trusts IM+T person so Gary can get in touch with them directly and progress.

Kate has asked Gary if there's anything further at this point of the project he would require from the steering group.

Regular calls to be set up. See community pharmacy set up video from Kate (1/4/19) Next call 6/6/19

For MK I have contacted Dr James Rose for TV AHSN having established that Janet Corbett and Helen Chadwick are keen to progress TCAM. James to speak to Hannah Oatley who leads for AHSN and arrange a call with Helen and Janet.

Repeat ordering of prescriptions in MK

Carolynne and I met with Janet Corbett to learn more about the proposed roll out on 2nd September of managed repeats in MK. Janet already had sight of the information used in Nene and anticipates a GP led roll out with all, except vulnerable patients, being advised of the changes 2 months before roll out. Pharmacies being politely asked not to jump the gun and confuse patients by informing patients of the changes before the surgeries communicate. The information published and available to patients will be the same as we used in NN. It is a good opportunity for pharmacy to be shown in a positive light, highlighting all the services we offer rather than those we don't! Pharmacies being encouraged to communicate with surgeries meantime and highlight patients for the vulnerable list and so excluded from the changes.

PCN work stream

Deliberately not included as an agenda item today because Matt sent apologies. I have arranged for Nicola Smith to come and see us at our July LPC meeting and for Northants, Giles has put me in touch with Julie Curtis. Also invited to LPC meeting.

To start planning for changes and transformation PSNC have produced an animation and gives community pharmacies four action points to consider: collaborating with other local pharmacies; talking to GPs; doing more training and services; and making contact with your LPC. Video on LPC website/ Facebook so far.

Education

Event in Northampton last week focused on how the NHSE recommendation of de-prescribing OTC medicines is being implemented locally, Care Navigation and reacting to Red Flags in minor illnesses.

Working closely with Sue Smith our regional CPPE tutor on various topics. These include a workshop session at our AGM on leadership, business skills and personal development. Being assertive and influential are important skills for pharmacy teams to develop as we enter a new healthcare landscape.

This session would also be timely for those facing revalidation in October and requiring material for their portfolio. We are required to submit a reflective account which will have to focus on one or more of 3 professional standards stipulated in the GPhC guidance. The standards are professionalism, leadership and communication.

We are also looking at how we can support the peer discussion requirement which we will be required to achieve for the first time as part of our CPD. To help people achieve this, we aim to set up focus groups or learning hubs...think book club!

We will approach several pharmacists to take on the role of leading their group. It is hoped that this approach will also see participation at events increase.

We are also hoping to organise an IBD event.

Sexual Health services through community pharmacy

Northants are moving to prescriptions via GP for initial 3/12 of COC and POP. Only LARC will renewed on repeat. We can envisage this will not be popular with GPs and ladies alike. Dr Sophie Herbert, Claire Bailey, myself and Sue are planning to start early discussions with a view to enable ongoing repeats (in line with PHE guidance) for o/c via community pharmacy PGD.

Champix and L2 providers

In Northants Chloe Gay, LMC and LPC have been working on a PGD for Varenicline. The LMC are now supportive and Director of PH ready to sign off the plan. Varenicline has come back after a few months of being red lighted. There is no provision for Zyban. GPs may only issue Champix if they are L2 providers so that behavioral support is available.

Flu planning in MK

I will ask Jardines for Brookside, Lloyds for Wolverton and Cox and Robinson (Netherfield, Fishermead and/or Beanhill) for Grove. All are represented on the LPC and I should be able to get back to you quickly on how integration might be perceived.

RAG review - notes

RAG rating. Our aim to enable greater transparency with respect to LPC decision making with respect to service commissioning. The RAG (red, amber, green) rating review is performed and agreed by the LPC strategy sub-committee for each newly proposed or recommissioned service.

The Service Checklist provides guidance and/or recommendations to contractors on whether to participate in each service. It reflects the key questions that are asked and assessed by the Strategy sub-committee with regard to the proposed service.

Each criteria question is RAG graded with comments made where appropriate.

Once completed the overall service proposal is then RAG rated with respect to the LPC recommendation for participation and support of the service as follows:

- Green - fully recommend and suggest participation by all pharmacies.
- Amber - recommend but aware that some reservations, pharmacies will need to assess willingness to participate individually.
- Red - not recommended and suggests pharmacies do not participate.

The overall RAG rating is shown on the front page together with any recommendations that the LPC would like to be considered for revision prior to commissioning. There is a section below this for the commissioner to reply and respond to any points raised.

The next step is to publish each 'Service Checklist' to our pharmacy contractors 10 days (or another suitably agreed time period) after sending to the commissioner.

We ask that a prompt response is made by the commissioner to us, and we make appropriate amendments to the checklist where revision has been negotiated and agreed.

Finally the service checklist is posted on our website and emailed directly to all applicable contractors, showing on the front page:

- Overall LPC service rating.
- Recommendations that LPC asked to be considered for revision prior to Commissioning.
- Commissioners response to the recommendations

Market Entry Report

- Application by Northampton Medical Services Ltd to provide pharmaceutical services at 1 Western Drive, Hanslope, Milton Keynes. Responded 30th March respectfully asking that the application was refused.
- Change of ownership application for Rowlands Pharmacy at Unit 1, Willen HealthcarePlus, Beaufort Drive, Willen, Milton Keynes, MK15 9ET by Jardines (UK) Ltd. Granted 30/4/19

- Odessey minor relocation of approx 160m granted 3/5/19