



West Sussex Local Pharmaceutical Committee

Chairman: D. Clark MRPS

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Minutes of the West Sussex LPC meeting held on Wednesday 8th March 2017 at 9.30am at The Old Tollgate Hotel, Bramber, West Sussex.

1. _____

Officers at the Meeting

p	David Clark	Chairman (Co-opted member for MS&H)
p	Mark Donaghy	Vice Chairman (AIM member)
p	Martin Mandelbaum	Chief Executive (non member)
p	Alan Salter	Treasurer (AIM member)

Members at the Meeting

p	Yola Barnard	CCA Member
p	Sam Ingram	CCA Member
p	C J Patel	Independent Contractor
p	Julia Powell	AIM member
p	Nish Patel	Independent Contractor
p	Gemma Staniforth	CCA Member
aps	Katharine Cox	CCA Member
p	Sanam Sarwar	CCA Member
p	Karuna Askoolum	CCA Member
p	Kevin Headington	CCA Member

Guests at the Meeting

p	Gillian Mandelbaum	Minutes Secretary/Admin (non member)
pm	Jay Voralia	Head Medicines Management Crawley & Mid Sussex/Horsham CCGs

p	Present	pm	Part of the meeting only
aps	Sent apologies	apns	Did not attend or send apologies

2. Opening Remarks

The Chair welcomed the members and guests to the meeting.

3. Apologies for absence and Membership

There were Apologies for absence for this meeting from Katharine Cox.

4. Declarations of Interest

A Declaration of Members Interest register had been previously circulated to the members as a reference point.

All members were asked if there were any changes to their DoI. There were no changes reported.

5. Minutes of Previous Meeting

The Minutes of the LPC Meeting, held on 11th January 2017, previously circulated for comments, were discussed and then signed by the Chair.

6. Actions from last meeting

3	1	Chair & CEO	Work with Coastal CCG to develop a Satisfactory Managed Repeat document and get it into use	Y
3	1	CEO	Contact all Surrey and Sussex CCG Medicines Management teams to offer an LPC run advice/explanation event	Y
4	3	CEO	Meet with Jay Voralia to discuss CCG issues	Y
5	4	CEO	Contact BSA to increase the contractor levy as agreed	Y
5	5	CEO	Contact all non-officer LPC members re Honorarium	Y

Report: 2&3

LPC CEO met with Jay and his team in January 2017 to discuss the CCG proposed plans. Jay is our guest later today to update the LPC on the CCG Issues and plans. The CCG was keen to learn more about the Drug Tariff and we will liaise with Jay to get his team together with Mark Donaghy. We will also use the services of the new LPC Management to benefit CCGs as Penny Woodgate will run an Induction session for CCG Medicines Management staff on Community Pharmacy.

7. NHS England South (South East)

The LPC Chair and CEO will be representing the LPC at the next KSS NESSE meeting to be held on 10th March 2017 in Horley.

The following issues will be discussed with the NESSE team:-

- NHS Flu vaccination service
- LPC Management changes
- SCR update
- Pharmacy Access scheme
- Quality Payments
- NHS Choices
- NHS Mail accounts – need confirmation after registration
- NUMSAS
- Market Entry/Exit
- Contract Monitoring
- PNAs

SCR rollout is now nearly complete with the last few contractors being dealt with by NHS Digital/CSU.

The LPC CEO attended a SEC NUMSAS stakeholder event in Horley on 1st March which set out the Implementation plan for the service together with the Timescales and issues to be resolved.

It was decided that 3rd April will be the start date for Surrey and Sussex pharmacies and that the LPC will work with 111 DOS and NESSE to keep the contractors informed. The rate limiting factor in this will be the issuing of the new NHS net mail addresses to the pharmacies.

The members held a discussion on Pharmacists working in GP surgeries. There was support for the idea of Community Pharmacists doing regular session work at their local GP surgery to enhance local relationships and improve patient care.

Training for this is already available from HEE. (Gemma Staniforth gave the members a short account of the event she recently attended run by HEE KSS)

Action:- LPC CEO to contact PSNC and HEE to discuss Community Pharmacy session working in local GP Surgeries.

The members held a brief discussion on the Easter Sunday and Christmas Day Rota activity maps provided by NESSE. They are looking at ways to improve the service to patients for the two rotas we still do. A number of suggestions will be taken forward to the NESSE/LPC meeting on 10th March.

8. CCG Development

The members were given an update on the Coastal West Sussex CCG Managed Repeat Code of Practice document by the LPC CEO. The CCG has worked with the LPC to further develop the document, following our feedback, which is now ready for implementation at the beginning of April 2017. Any issues with pharmacies will be limited to that pharmacy and not cause a wider issue with contractors.

The members have seen the final documents and had no further comments to make. A patient survey in Kent (where pharmacies cannot now take patient repeats to surgeries) conducted by Healthwatch will soon be published and will show what disastrous outcomes can occur when a CCG interferes in this process. We hopefully have avoided this

Action:- LPC CEO to send the Pharmacy Contractors the Managed Repeat documents and promote its use

Coastal CCG APC is next week (Mark Donaghy will be attending) but we know of no new issues at present.

C J Patel gave the members a short report on Crawley CCG and the Chair a report from Horsham and Mid Sussex CCG. Common themes are to look at the possibility of a MAS and a Domiciliary MURs scheme.

The CP Palliative Care scheme is being renewed with all contractors able to express an interest. The LPC will work with the CCGs to help with selection process.

9. Public Health and Local Authority

No issues have been reported with either PharmOutcome that is now used for claiming and data collection from 1st January 2017 or with the WSCC PH Pharmacy service contracts documents that were sent to the contractors. It would be useful for the LPC to receive monthly PharmOutcome data on activity.

The intention is to hold a joint WSCC PH/LPC meeting in June to discuss current services and the way ahead to promote services and increase contractor activity.

Action:- LPC CEO to liaise with Kate Bailey to set a meeting

The process for developing the next PNA in West Sussex has begun with the next meeting planned for April 2017. The LPC Chair and CEO will attend as part of the Steering group when the Questionnaires sent to the different groups have been returned and their contents discussed.

Action:- LPC CEO to remind Pharmacy Contractors to fill in and return their questionnaires in the given timeframe.

10. LPC Membership and Communications

The LPC CEO gave the members a short report on the coming year for the LPC with regards to the changes and selection of the new committee, to be 9 members in April 2018. The process for selection/election will begin in June 2017 and will be similar to how it was conducted in the past with all the necessary milestones being discussed with the members.

The SEC LPC Forum will next meet on 7th April in Crawley with the Chair and CEO representing the LPC where we will be discussing its future after April 2018.

There will be a new LPC newsletter issued in April to update our contractors re the Pharmacy cuts, Quality payment scheme, and will include information about Public Health services.

11. Joint Management for Surrey & Sussex LPCs

The Community Pharmacy Surrey and Sussex (CPSS) Administrator (Michaela Cassar) has been selected and will start work on 3rd April 2017, when we will begin to use the LMC premises in Leatherhead for the new LPC office. An induction plan for her has been agreed with Penny Woodgate who will be working alongside her to develop a new joint LPC database, Joint Newsletters and a joint Website in the first 6 months.

The Management group is meeting this week to finally agree the Job Descriptions needed for all the new staff, agree recruitment date/details, make decisions on titles and official names and also agree the initial financial arrangement for the next 12 months.

12. PSNC

Sunil Kochhar provided a short report on the topics being discussed at next week's PSNC Meeting and will send the CEO a report following that meeting. The members asked the CEO to ensure that the following is passed to Sunil to take with him:-

- Do contractors use NPA or PharmOutcome module for Patient safety reporting?
- Issues with Capita involving Pre-registration payments (or lack of them)
- Pharmacy voice issue and who will talk for Pharmacy
- Funding of Pharmacists in GP surgeries

The LPC Chair and CEO will be attending the Annual LPC Chair and CEO conference in London on 7th June 2017.

The LPC Conference is to be held in Manchester on 1st November 2017 and any LPC member wishing to attend as a delegate should contact the LPC CEO. Yola Barnard has already expressed an interest in attending.

13. Market Entry

The Unforeseen Benefits application in Tangmere that was turned down by NESSE, has been appealed. The LPC has no comments to make on this.

14. Chief Executive Report

The LPC CEO met with LMC CEO recently to discuss any issues that need attention. He was in a good mood as the GPs have recently been given a 5.9% rise in their remuneration (to cover lots of issues that have been outstanding for a number of years). We discussed the Flu vaccination service and how to keep the peace with our respective contractors. LMC is very supportive on NUMSAS, Code of Practice for Managed Repeats and e Repeat Dispensing.

We discussed the new LPC management structure, use of LMC offices and the new LMC management team following some recent retirements of some Medical Directors.

15. Treasurer Report

The Officers Honorarium for 2016/17 was agreed by the members and has now been paid. The increased levy is now being collected and there are no issues at present and all is in line with the budget other than the extra PSNC levy for the Judicial review that has now been paid. The accounts will go to the Accountant later this month.

16. Open part of the meeting with guests

The Chair welcomed our guest Jay Voralia, Head of Medicines Management at Crawley & Mid Sussex/Horsham CCGs who gave the members an update on current matters affecting Community Pharmacy.

Jay gave the members a short report on his CCG teams, their locality responsibility and their functions. We discussed the changes that have taken place in the two years since his appointment and the progress that has been made.

In an open and frank discussion we discussed the following with Jay:-

- CP Representation on all relevant CCG Prescribing committees (need to have the dates)
- CCG MM Team meeting dates so LPC CEO and Chair can attend
- Pricing and Category M
- Moving Specials to Licensed products
- Blood glucose testing –massive overspend so need a formulary
- Increase e Repeat Dispensing
- Managed repeat issues – possible use of Coastal CCG Code of Practice
- Drug waste – no of day's treatment is fuelling this. Optimise Rx in use.
- Care Home review and issues – Jay to contact CEO outside of this meeting
- What to do with Gluten Free supply and Baby Milk supply
- Dressings – new ONPOS scheme (online ordering) to replace FP10s
- Minor Ailments Scheme – look to get this off the ground
- 5 day turnaround of prescriptions at some GP surgeries
- Palliative Care service review – LPC to be consulted

The Chair and members thanked Jay for attending and providing the LPC with the opportunity to discuss the issues that have arisen.

17. Date and Venue for next Meeting

The next meeting will be on Wed 10th May 2017 at the Old Tollgate Hotel, Bramber, West Sussex. It will start at 9.30am with the closed part in the morning and the open part in the afternoon. We are inviting Sue Carmichael from WSCC Public Health Stop Smoking to the next meeting as our guest to talk about the changes to the service after April 2017.

The LPC confirmed the other LPC Meeting dates for 2017/18 which will be at the current venue of the Old Tollgate Hotel, Bramber and they are:-
Wednesday 12th July, Wednesday 13th September, Wednesday 8th November
Wednesday 10th January 2018, Wednesday 14th March 2018

18. Chairman's Remarks

The Chair thanked all the Members and Guests for their attendance.

19. Action points

Page	Action	WHO	WHAT	Done
3	1	CEO	Contact PSNC and HEE to discuss Community Pharmacy session working in local GP Surgeries	
3	2	CEO	Send the Pharmacy Contractors the Managed Repeat documents and promote its use	
3	3	CEO	Liaise with Kate Bailey to set a joint WSCC PH/LPC meeting	
4	4	CEO	Remind Pharmacy Contractors to fill in and return their questionnaires in the given timeframe.	