



West Sussex Local Pharmaceutical Committee

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Minutes of the West Sussex LPC meeting held on Wednesday 12th July 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
pm	C J Patel	Independent Contractor
p	Julia Powell	AIM member
aps	Nish Patel	Independent Contractor
p	Gemma Staniforth	CCA Member
p	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)
p	Penny Woodgate	Communication Senior Officer CPSS
p	Michaela Cassar	Business Administrator CPSS
pm	Emma Crozier-Smith	WSSC Vision Impairment Specialist

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 Nish Patel.

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 10th May 2017, previously circulated for comments, were discussed and then signed by the Chair.

6. Actions from last meeting

2	1	CEO Chair	Take subject of using Community Pharmacy session working in local GP surgeries for discussion at Chair/CEO Conference in June 2017	Y
4	2	CEO	Invite Pharmacy contractors to the AGM on 12 th July 2017.	Y
5	3	CEO	LPC CEO to advertise the SDSO post locally	Y
6	4	CEO	LPC CEO to invite Ruth Osbourne to July LPC meeting.	Y

Report: 1

This topic was discussed at the Conference and seemed to get widespread support from the audience. PSNC will look at how best to take this forward.

Report: 3

There were eventually a number of applications received and these were looked at and a short list of three candidates produced with their interviews taking place on 10th July 2017. It is now likely to be a 1st November 2017 start date for this position.

7. NHS England South (South East)

The LPC Vice-Chair and CEO will be representing the LPC at the next LPC/NESSE meeting to be held on 21st July 2017 in Horley.

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

- NHS Flu vaccination service
- CPSS – communication plan and personnel
- Quality Payments update – data and progress
- NHS Mail accounts
- NUMSAS – now 84 pharmacies live in KSS with a further 120 ready
- Contract Monitoring – this years' results
- Poorly performing contractors update
- PNAs
- Rota changes
- Post code sweep for Dispensing GP patients
- Capita services
- CD LIN – Penny Woodgate attended on behalf of CPSS

The members discussed the Flu service, covering Care Home vaccination procedures and communication, PharmOutcome/ Claiming procedure, Code of conduct guidance and how the LPC and LMC will deal with any conflicts. Flu vaccination training events dates locally are 6th and 12th July in Brighton. Contractors have been made aware of these dates and invited.

The results from last year look encouraging with many pharmacies doing over 300 vaccinations, even those located next to a GP surgery. The increase in vaccinations in CP was about 50% over last year.

The members thought it a good idea to promote the pharmacy service to Carers who may be entitled to a free NHS vaccination. CPSS will look at this as a 3 LPC initiative.

The LPC CEO will be meeting with LMC in August to discuss this further and establish ways that CPs and GPs can help one another with this service.

With the final date now passed for CPAF, our contractors did very well with the return rate being 99% with one private contractor and one CCA pharmacy not responding. They will now receive the full survey from BSA and probably a visit from Mike Hedley and his team.

We now have dates from Atif Shamim for more HLP Champion training events in the Autumn. CPSS are taking responsibility for the events, including the booking system and will be writing out soon to the contractors. There are five events booked and contractors are able to book for any event in Surrey or Sussex.

There is a new HEE training plan being developed for Pharmacists and their staff.

Action:- LPC CEO to invite Atif Shamim to next LPC meeting to discuss HEE LaSE plans.

8. CCG Development

The Coastal West Sussex CCG Managed Repeat Code of Practice appears to be working as there have been very limited reports of any problems and any minor issues are being dealt with locally. We hope to utilise this code in Crawley CCG and Horsham & Mid Sussex CCG although it is proving to be more difficult to implement. There is also concern regarding discharge medication information not being actioned in a timely manner which often leads to hospital re-admissions. These items will be on the agenda when the LPC CEO attends the next HMS Prescribing meeting in September.

Crawley CCG started their CP Palliative Care scheme on 1st July. We still have concerns about the increasing use of Branded Generics in the CCGs.

Mark Donaghy gave the members a short report from the Coastal APG meeting he attended recently. The main issue for the LPC was the idea to hold a CCG funded training event for Pharmacy staff and District Nurses to improve Inhaler technique demonstrations and to inform on the current COPD guidelines on prescribing. The members were supportive of this and Penny Woodgate will work with the LPC CEO to organise such an event locally (using an appropriate Pharma company to sponsor the evening if necessary).

Reports from all the other Locality prescribing groups were very similar, giving the same messages as the APG meeting.

9. Public Health and Local Authority

A joint WSCC PH/LPC meeting was held on 31st May to discuss current services and the way ahead to promote services and increase contractor activity.

Katharine Cox, Julia Powell, Penny Woodgate and the LPC CEO represented the LPC at the meeting in Chichester which included Kate Bailey and all her PH service Managers.

The attendees gave the members a report of the meeting, which included:-

- Lack of communication between the Wellbeing Hubs and their local CPs
- Wellbeing to write a newsletter article for CPSS
- New PH personnel have joined who will visit CPs to promote services
- PharmaOutcome is working well and is liked by Admin staff
- Issues with VAT on nicotine products supply needs to be addressed
- EHC gaps in some areas that need to be filled
- New PGD for EHC to include Ella One (do not supply until one in place)
- Need to inform the contractors of Show Material held at Chichester and how to access it. List from WSCC PH to be published.
- Agreement to meet again with WSCC PH later in the year to monitor progress.

The process for developing the next PNA in West Sussex is progressing with the next meeting being held on 11th July 2017. The LPC Chair and CEO will be attending on behalf of the LPC and will ensure that attention is paid to the Market Entry provision for information on Pharmacy Mergers that will now have to be considered.

The 1st draft of the new PNA has now been prepared and will be reviewed in detail at the next PNA meeting before being amended and then going out to a public consultation on 1st Sept 2017.

10. LPC Membership and Communications

The members discussed the process for the selection of the new committee reducing to 9 members in April 2018.

The next SEC LPC Forum meeting will be held on 14th July in Crawley. Items to be discussed are the PSNC Judicial review/Appeal, Forum future after April 2018 and the details of the LPC members' event being held on 23rd November in Crawley. We have already started to sign up speakers and sponsors for this event.

CPSS are now beginning to take over the communication with our contractors with the publication of their first monthly newsletter in June. It was very well received by all the LPC members and has now been enhanced by the publication of LPC Bulletins, where appropriate, to keep our contractors up to date and informed.

The LPC website will be updated for a launch in October 2017 with a single Surrey & Sussex site that will have 3 sub-sites within for each LPC area.

Action:- LPC members to send a new photo for the website to CPSS

11. Joint Management for Surrey & Sussex LPCs – now CPSS

Penny Woodgate, Communications Senior Officer and Michaela Cassar, Business Administrator from CPSS gave the members a short report of their work so far and what the plans are for the coming months.

They have now established comprehensive contact details of our contractors to form the new LPC database which can be used for making contact using CCG grouping, LA grouping, locality grouping and contractor category grouping. This needs a mechanism for capturing any changes to contractor details.

They have recently attended PSNC run events on Media instruction and on website administration. They are working with the LPC CEO to look at future training events that can be run locally using Pharma sponsorship.

There has been a lot of activity from our MPs with the LPC CEO meeting with Henry Smith (twice) in Crawley in June, Nick Gibb in Littlehampton in June and other meetings with Tim Loughton (Worthing) and Jeremy Quin (Horsham) planned for later this summer. This gives the LPC a good opportunity to inform of Community Pharmacy services, to give our concerns about the funding cuts and to promote future services such as Minor Ailment Schemes.

The LPC CEO put forward the idea of a Surrey & Sussex MP dinner event perhaps at Westminster with LPC members present to promote Community Pharmacy in the SEC. This will be considered by CPSS going forward.

The joint LPC Management group is now meeting monthly to ensure that the interim year is running smoothly. The proposal of a CPSS Logo has been put forward, although the LPC members were not in favour of spending the suggested £1500 that has been quoted by a design company. They agreed that we should ask our contractors (and the other two LPC contractors) to put forward a design with a prize for the final Logo to be used.

The post of Services Development Senior Officer (SDSO) has been decided and the appointment will be announced in the near future. The recruitment of the new CEO will start in August 2017.

12. PSNC

The LPC Chair and CEO attended the Annual LPC Chair and CEO conference in London on 7th June 2017 and gave the members a short report of the event.

The LPC CEO was asked to address the event to give an update of our Working Relationship with our LMC and how sharing premises are helping to develop joint working initiatives and promoting better professional relationships.

The decision of whether to appeal the Judicial Review has not yet been taken. PSNC are waiting to see what changes, if any, are made at ministerial level and to see what level of engagement the DoH has with PSNC re next years' negotiations.

There is a PSNC meeting in mid July that will decide the plan going forward.

The LPC Conference is to be held in Manchester on 1st November 2017. David Clark, Mark Donaghy and Yola Barnard have expressed a wish to attend as delegates.

13. Market Entry

The Unforeseen Benefits application in Tangmere that was turned down by NESSE, has been appealed. There will be an Oral Hearing for this on 20th July 2017 with the LPC CEO attending on behalf of the LPC. Penny Woodgate will also attend as an Observer.

The Internet Pharmacy application in Crawley has been granted.

The LPC Market subgroup met briefly to discuss an Unforeseen Benefit application in Cowfold. They considered the facts from the application and the geography of the area, which is predominantly a Controlled Locality with only Dispensing GPs in the

area. (Nearest pharmacy to site is 4.8 miles). They decided that the application should be supported and this decision was ratified by the LPC members. The LPC CEO will write to NHS England/Capita with this decision.

14. Chief Executive Report

The members were happy to use the current venue, Old Tollgate, Bramber for the meetings in 2018. The LPC CEO was asked to provisionally book the dates in line with our usual arrangements. These can be amended by the new LPC after April 2018 if they wish.

15. Treasurer Report

There are no issues at present and all is in line with the budget.

16. Open part of the meeting with guests

The Chair welcomed our guest, Emma Crozier-Smith, senior officer for ROBI at WSCC who is filling in for Ruth Osbourne who had been urgently called away. Emma gave the members some information about how difficult it is for patients with Glaucoma or other eye conditions to use their eye drops on a regular basis.

There are many patients who need daily eye drops that for one reason or another cannot administer to themselves due to their poor eyesight which can often be partial blindness. Failure to use the drops correctly at the right time make the conditions worse and it is therefore harder to keep the sight they have.

There is a real need for prescribers to let CPs know that the patient has limited sight and will require assistance or adjustments with their medication usage.

It became apparent that some sort of special service was needed for these patients, perhaps commissioned by PH (who control the register for eye conditions) that could help ensure that drops are used correctly and at the right time. There is certainly an opportunity for an MUR for these patients that could provide the adjustments/help they need.

The members offered to assist ROBI with their National Eye Week promotion on 18th September and get the contractors to use the campaign to identify patients and hopefully make a difference to their use of medication. Develop the idea of asking the patient “can you manage your eye drops?”

The LPC also offered to send one or two pharmacists to their multi-professional event that they intend to run during the Promotion week, to give practical information as to what can be done to help.

The Chair and members thanked Emma for attending and providing the LPC with the opportunity to discuss the issues that could be avoided.

17. Date and Venue for next Meeting

The next meeting will be on Wed 13th September 2017 at the Old Tollgate Hotel, Bramber, West Sussex. The meeting will start at 9.30am and the open part with our guests starting at 1.30pm. We will invite Atif Shamim from HEE to the next meeting as our guest.

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 8th November in 2017, Wednesday 10th January and
Wednesday 14th March 2018

18. Chairman's Remarks

The members congratulated our CEO, Martin Mandelbaum who has been designated a Fellow of the Royal Pharmaceutical Society.

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

19. Action points

Page	Action	WHO	WHAT	Done
3	1	CEO	Invite Atif Shamim to next LPC meeting to discuss HEE LaSE plans.	
4	2	LPC members	LPC members to send a new photo for the website to CPSS if they want to	