

LEICESTERSHIRE & RUTLAND PHARMACEUTICAL COMMITTEE MEETING

Monday, 26th October

12.30-5pm

The Peepul Centre, Orchardson Avenue, Leicester LE4 6DP

Present:	Sejal Gohil (SG) – Chair Susan Hind (SH) – Vice Chair Luvjit Kandula (LK) - Chief Officer Adam Thomas (AT) (Treasurer) Jane Lumb (JL)	Neena Lakhani (NL) Altaf Vaiya (AV) Satyan Kotecha (SK) Syma Raza Jones (SRJ) Rajesh Vaitha (RV) Mohammed Ibrahim (MI) Kerry Tew (KT) - Administrator
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1.	<p><u>Apologies for Absence</u> MI, SK, NL SRJ, KT</p> <p>(New CCA representatives to replace Veronica Horne, Phil Maslin and Shezad Alimahomed appointed to attend November LPC meeting) Rafica Ahmed, Chris Stredder and Amid Damani</p> <p>Committee was not quorate therefore no decisions can be made</p>	<p><u>Action</u></p> <p><u>SG</u></p>
2.	<p><u>Declaration of Interests /Code of Conduct/ Confidentiality Reminder</u></p> <p>No additional declarations of interest or conflicts of interest declared. Spreadsheet has been set up and will be circulated to all committee members for approval prior to it being added to our website.</p> <p>Attendance and declaration of interest to be signed each month and circulated</p>	SG
3.	<p><u>Approval of Minutes (7TH September 2015)</u></p> <p>Agreed amendments noted and to signed off at November LPC meeting</p> <p>Action Log</p> <p>LK requested SH/MI for outstanding SLA's for east. Advised Substance Misuse, Stop Smoking and EHC are standard and already available. No others services are currently commissioned.</p> <p>AV advised that H Pylori SLA available on LIPCO Website. AV to provide SG to provide summary of Care of the Elderly MUR project as per Services Subcommittee meeting to progress – Outstanding action still incomplete</p> <p>LPC member check in</p>	SG
4.	<p><u>Stop Smoking – County</u></p> <p>LK advised she met Director and Operations lead Katty Bailey to resolve issues and improve uptake of SS service due to lack of visibility and transparency of processes and progress.</p>	JL/LK

<p>4. cont/.</p>	<p>JL advised a number of issues echoed by RV who will also be auditing JL advised she has been In conversation with SS services</p> <p>Payment received do not reconcile with invoices Differing rates are being paid for different provisions of NRT when they should be standardised (paid per week not actual provision) causing discrepancies and difficulty reconciling payment NHS charges to be taken from client – payment reconciliation issues and cannot balance VAT returns) – not accounted for on QM Patients who cannot attend appointment at 4 week (due to holiday) may have an appointment later. Call back systems remove the patient off record and class them non validated causing issues to reactivate the system or causes payment discrepancy No breakdown of payments is provided and therefore difficult to reconcile June payment has been delayed No payment in July therefore 11 week in arrears NRT is advised to be claimed on QM – manual claim incurs a reduction of 25% payment but q51 advise manual submission JL advised she is £1200 out of pocket and advised she would cease to provide the service if this continued</p> <p>Lk advised these issues will be raised with SS county leads who will be attending the LPC meeting in November</p>	<p>LK</p>
<p>5</p>	<p>Open Meeting</p> <p>NHSE – Priya Chavda</p> <p>CPAF questionnaires have only had 69 returns – weekly reminders being sent by NHSBSA and also by NHSE and the LPC AV/JL provided feedback that not all branches received emails or codes as were not requested LK recommended that NHSE send reminder of NHSBSA address if code not received</p> <p>Flu vaccination LK provided update on current events with GP/Pharmacist interactions Requested formal response to any queries / issues LK advised that Pharmaoutcomes requires secure nhs.net email addresses and requested NHSE to request these from the GP as opposed to the LMC. Flu PH campaign – early September Pharmacy opening hours for Christmas discussed. SG requested information and update. NHSE still collating and deciding JL advised that some surgeries close at 12.30pm and questioned access NHSE still confirming status AV advised lack of awareness of healthcare hubs in city LK advised City CCG have provided info for cascade and is on website DBS query and reimbursement raised by AV NHSE to clarify process and payment of per pharmacist or single payment only</p> <p>Louise Ross – Stop Smoking – City</p>	<p>PC</p> <p>LR</p>

	<p>Summary report provided Stakeholder meeting to be held 4th December –City Hall - invites to be sent The uptake has reduced nationally Novation completed 3 or 4 SS SLA's not signed and returned but chased LK advised LPC have sent reminders LR is awaiting confirmation if service needs to be re-procured Invitations sent out for SSIP (not likely to be a big uptake) Interim q3 figures show 35% quit rate for pharmacy NRT with ecig improves quit rate by up to 20% Advised a repeat training of e-cigs will be provided if required in new year Savings need to made and likely this will hit the NRT budget</p> <p>Shazia Patel – East Leicestershire CCG</p> <p>MAS Update</p> <p>MAS Bid update MAS bid submitted outcome awaited for 4th November City and West working different schemes SG requested information about pharmaoutcomes Looking to standardise and use Pharmaoutcomes across LLR</p> <p>Hub Pilot</p> <p>3 CCG – ELRCCG Aim of the pilot to serve each locality to align with GP federations 30,00p population served Pilot scheme supported by Pharmacist and technician Priority areas identified supporting polypharmacy and care homes SH raised branded generic switches and highlighted detriment to CP LK to send guidance to shazia patel and urged avoidance of branded generic switches as detrimental To CP and does not incur overall cost savings for SG requested Hub Information</p> <p>Harpreet Sohal - City Lifestyle Referral Hub Leicester City Council commissioned service referred into by health and social care and other HCP's Triage service which results in signposting to SS, weight reduction , and other services as per the consultation , weight watchers for 12, walks group activity etc weeks via phone call back consultation post referral Proposal to refer to lifestyle referral hub through Free service for patients Refer via website fill in patient name tick referral is professional and via a pharmacy Postcode based availability AV asked if referral funded – HS said no</p> <p>For information County have no such referral scheme but have self-referral to IAM Currently setting up a referral service</p> <p>HS offered LPC potential to undertake RSPH level 2 health improvement training</p>	<p>SP</p> <p>HS</p>
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	And will send information for upload and cascade to contractors	
	<p>Confidentiality</p> <p>Re-iterated confidentiality and advising LPC chair/CO of discussions with commissioners to ensure single point of contact</p> <p>Meeting Dates for 2016 Bimonthly meetings agreed for 2016 JL advised May, July, September, January and March Dates to be agreed with full committee</p> <p>SG advised LK Ami Dattani new CCA missed off list for LPC mailing LK advised to recheck and correct</p> <p>AV advised he is working with Colgate to provide Pharmacist training for oral and health care</p>	<p>SG</p> <p>SG</p> <p>SG/LK</p> <p>AV</p>
	<p>Contracts Committee Update</p> <p>JL raised contract subcommittee issues for processes Overall, no responses have been missed and all deadlines met Advised ; missing communication and not being provided contracts grid Advised FHSA response x 1 not received Advised needs to match contractor log with contracts grid so both need to be made available so nothing is missed LK advised that KT will require further coaching LK advised delayed response from subcommittee for 45 day response which was chased a number of times. Agreed deadlines and change of committee members and leavers caused some confusion Office sent 28.9 and LK advised that KT is new and requires more training to complete and file LK advised contracts grid to be updated and uploaded to dropbox as advised from JL. LK advised initially not done to avoid breach of confidentiality JL added to NHSE mailing list by LK to resolve missing communications LK advised that subcommittee need to agree timelines in relation to responses Action:10 day response – subcommittee to provide comments and response within 7 days Action : 45 day response may require more extensive input JL advised may take more time so agreed 14 day response time to office allowing sufficient time for letter creation Resend back to subcommittee and submit to NHSE</p> <p>New process cannot be signed off as not enough members present Action :Sign off at next meeting</p>	<p>JL/LK/ SH</p>
5.	<p>Chair's Report</p> <p>Report uploaded to dropbox SG advised support of TB and FluenZ</p>	<p>SG</p>
6.	<p>Chief Officer's Report</p> <p>Report Uploaded to dropbox</p> <p>LK advised services committee met to discuss key service development</p>	<p>LK</p>

	<p>Outstanding actions Service subcommittee to provide a process for ratification for care of the elderly project Outstanding action Avril Mcdermott contacted for advice post meeting with City CCG – no response since September SG provided update that Lincolnshire is going ahead SK to contact medical director – awaiting update</p> <p>LK provided update on new services Private PGD signposting Online training access for pharmacists Fluenz Mop up pilot West CCG supported Pharmacy promotion Inhaler technique training in West CCG for Pharmacists successful OOH opportunities Polypharmacy Event development CPAF update Pharma Sponsorship gained for leadership training Future potential Diabetes MUR Quality accreditation Newsletter and comms completed with AV – Positive feedback from contractors and the CCG Further detail on CO report</p>	
7.	<p><u>Treasurer’s Report</u> AT advised budgetary forecast outstanding as require some spreadsheet work from Trish who has been on leave Jl advised this needs completion asap as we have not taken into account costs to see if budget is on track Agreed for AT to complete budgetary forecast action pre- 24th November meeting and circulate in advance for comments £115,000 balance Levy received £12.00 per month cloud to be cancelled as downloaded information is stored AT advised that budget is on track as balance is higher vs year to year LFL AT advised missing contractor issue not resolved and to action for November meeting</p>	<p><u>Action</u></p> <p>AT/SK/ RV/LK</p>
8.	<p><u>Any Other Business</u> SH raised that boxes for LPC storage need to be moved AT agreed to take and store them in his Pharmacy LK to check and discard old unrequired information likely keeping archive of meeting minutes and accounts only</p> <p>SH raised issue of Flu training advertised raised by contractor as a conflict of interest LK advised that multiple providers have been signposted to in line with demand from contractors for the service Signposted service only and a disclaimer previously agreed by the governance committee to be added Agreed to send one email with multiple providers with disclaimer added that we are not recommending the training AV advised that multiple training providers signposted and PSNC approved training</p>	<p><u>SH</u></p> <p><u>SH</u></p>

	SG advised Vice Chair to be re-elected next month	<u>SG</u>
9.	<u>Date of Next Meeting</u> Monday, 24 th November 2015 – 9.00am – 5.00pm at Peepul Centre.	ALL

LK/30.10.2015