

LEICESTERSHIRE & RUTLAND PHARMACEUTICAL COMMITTEE MEETING

Monday, 23rd November 2015

The Peepul Centre, Orchardson Avenue, Leicester LE4 6DP

Present:	Sejal Gohil (SG) – Chair Luvjit Kandula (LK) - Chief Officer Adam Thomas (AT) (Treasurer) Sue Hind (SH) – till – 3pm Jane Lumb (JL) Neena Lakhani (NL) – From 11.30am	Altaf Vaiya (AV) Satyan Kotecha (SK) – From 9:30am Mohammed Ibrahim (MI) Kerry Tew (KT) – Administrator Chris Stredder (CS) Rafica Ahmed (RA) –Till 1pm
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CLOSED SESSION

		<u>Action</u>
1.	<u>Apologies for Absence</u> Rajesh Vaitha (RV , Syma Raza Jones (SRJ), Ami Damani (AD)	
2.	<u>Declaration of Interests and Code of Conduct</u> All new LPC Committee members where provided Declaration of interests, Code of Conduct, Social Media and Expenses Policy forms to sign and complete	KT
3.	<u>LPC Member “Check-in”</u> All Committee Members signed in and will be uploaded on to Dropbox. NL stepped down from Exec Committee – SK has been Elected has Vice Chair to replace Shezad Alimahomed. New CCA’s will be assigned subcommittees to be actioned by LK. SRJ to be replaced whilst she is on maternity leave. LK to action and re-contact CCA Elyse Jenkins for an update	KT/LK
4.	<u>Approval of Minutes (7th September 2015 and 26th October 2015</u> September minutes read for accuracy. Proposed by AT seconded by AV October minutes read for accuracy. Agreed amendment’s noted. Proposed by JL seconded by SH.	KT

5.	<p><u>Matters Arising</u></p> <p><u>MI Feedback PSNC intro</u></p> <p>MI attended PSNC new member's day. Key points identified and highlighted that if a Committee Member did not attend 3 LPC meetings consecutively then they should not be on the LPC Committee.</p> <p>AGM can be 6 months late if needed in accordance to the regulations</p> <p>50% that attended the LPC new members day were non – LPC can decide for a non-pharmacist to be on the LPC Committee.</p> <p>Action : MI to upload PSNC notes on dropbox for reference</p>	<u>Action</u>
	<p><u>LPC Meeting Dates.</u></p> <p>All Committee members agreed with Bi monthly meetings to support financial health.</p> <p>Dates agreed are ;January 11th 2016, March 21st 2016, May 16th 2016, July 11th 2016, September 19th 2016, November 21st 2015, January 16th 2017, March 20th 2017.</p> <p>All agreed for LPC meeting to take place on a Monday.</p> <p>Action: LK All meeting dates will be emailed out to committee.</p>	<u>KT</u>
6.	<p><u>Budget and Forecast.</u></p> <p>AT advised and presented budget forecast. Budget is tight this year 2015, but the forecast for 2016 is looking better,</p> <p>Now that the meetings will be Bi monthly there will be a reserve for chief officer support at certain meetings and allowance to attend conferences.</p> <p>AT and SK advised that there is a spread sheet to recalculate figures automatically if there are any budgetary changes to examine financial impact. Trish Simms or KT and LPC governance committee to organize and action The LPC concluded that there is budget to continue the employment of an administrator for 12 hours weekly.</p> <p><u>Action : AT to advise CO of montly meeting allowance</u></p>	KT
7.	<p><u>Garry Myers – PSNC.</u></p> <p>Confidential PSNC update – regarding possible changes to the Pharmacy contract and changes in the working model of Pharmacy in light of parliament and NHSE discussions to support the NHS financial deficit.</p>	

8.	<p><u>Ways of Working</u></p> <p>JL advised that her email and the status needs changing.</p> <p>360 Performance Evaluation devised by LK as part of ways of working. Extensive discussion around the structure and depth of the evaluation and scoring system. Action : Exec committee to ratify and make amendements for re-approval to the committee.</p> <p>LK advised Lilly will be sponsoring a leadership training day for the LPC in march or May to promote team working and improved efficiency of the LPC.</p>	KT
9.	<p><u>Chairs Report</u></p> <p>Chairs Report is cross linked with the Chief Officers Report.</p>	
10.	<p><u>Chief officer report</u></p> <p>LPT Fluenz Childhood immunisation mop up pilot. LK worked with LPT to arrange expressions of interest – developed SLA in conjunction with LPT. 45 expressions of interest of high quality received by LPT. – 15 pharmacies have been accepted. Positive feedback from the LPT</p> <p>CPAF – 100% compliance achieved through communications and followed up branches to achieve compliance.</p> <p>Substance Misuse – Recovery partnership discussed moving to pharmaoutcomes; liaised with Kevin Noble to support output. Requested LPC to hold licence to gain at discounted price. Currently in progress and discussion with the LPC committee. To gain updates from LPT regarding the progress of this.</p> <p>Astellas MUR project – for launch as a paid service next year – service specification and funding and pharmaotcomes templates being developed with Astellas and pharmoutcomes.</p> <p>Off-site Mur and DBS checks obtained from NHSE and cascaded</p> <p>Requested NHSE Flu figures and updated list of providers. LK updated committee and list of providers is on dropbox.</p> <p>Met RJ at BBC radio - slots agreed and coordination in progress with stakeholders Leicester Mercury approached for inclusion in newspaper – agreed to progress chasing PSNC meeting and representation of other LPC members arranged – JL and MI attended</p> <p>LK To meet Better Care Together chair in November to discuss integrated MDT working and CP representation on the BCT board to input to transformation programmes.</p> <p>Website updates and calendars updated Newsletter for winter edition content in progress</p>	

GPHC event organized with AV – all twitter LinkedIn and comms cascaded – flyer developed. Currently 100 attendees have registered to attend. Thanks extended to AV for his support and contribution in developing this opportunity and driving it forward with the CO.

SK invited by Leicester City CCG to jointly present with CCG on antibiotics awareness on BBC East Midlands news with GP board member. Thanks extended to SK. Indicates positive progress with stakeholder engagement.

Obtained funding from MSD for Pharmacy revolution – stakeholder engagement workshops to define strategy and work streams for LLR

Polypharmacy event going ahead in January led by the 3 CCG's . LK Working with the CCG to gain funding and support organization of the MDT event which includes nurses, doctors and Pharmacists. Comprising of clinical update and facilitated workshop to develop polypharmacy implementation plans. 5 sponsors already secured. Lilly agreed to provide another leadership workshop funded for the LPC to develop team working awareness and support the development of PDP and appraisals to take place in march

RSPH training level 2 from exercise referral (Parkview) cascaded to all contractors in return for Pharmacy supporting PH initiative and referrals for patients who need support for diet and exercise services in Leicester City. All information also on the website.

SS County workshops for changes in reporting and managing q51 in place and cascaded SS county SS advisor two day training also agreed as new people may need the training All city SS training events cascaded and in place. LK met with Katty Baily and Aaron Bohann (Director of PH) to discuss Pharmacy issues. As a result – quit 51 set up number of training events in county, payments corrected and outstanding payments in resolution. Katty Bailey to attend LPC meeting in November to provide update.

LK met Leo who have agreed to fund dermatology training (x 2 events) – with potential for pharmacy led services – in development for April and May supporting improvement of quality and delivery of MUR and provide clinical updates.

LK Met Anna murphy to host inhaler technique across LLR for summer 2016 to improve and standardise delivery and quality of MUR.

Linked with CPPE to understand opportunities and have input into the training programme to align future offerings to the strategic priorities locally . LK linked with Regional Head Caroline Barraclough.

Open Meeting.

Katty Baily SS Team.

Katty explained that half of quitters relapse in the first half of their treatment not the second half. Advised that if patients do not show up for their appointments they we call to see why they have not attended.

Advised to let patients know they can buy a pre-paid exemption Prescription card, to pay for treatment, SK suggested that SS Team should say no to charges for stop smoking treatment, Katty to take back to Emma to see what she thinks regarding wiping the charges for prescriptions.

	<p>Katty will email LK with the outcome of the no charge prescriptions.</p> <p>All details will be updated by SS Team for LK to put on website.</p> <p>Katty was asked about the potential for the Champix PGD, she explained that she would like to do it but it's not a priority for commissioners But next year Quit 51 will reconsider the proposition.</p> <p>Pharmaoutcomes</p> <p>Will SS Team be offering pharmaoutcomes? SK and LK to send Katty information on the mailing list for SS Team to raise further.</p> <p>SS Team will give all information to LK to pass on to the Contractors.</p>	
12.	<p><u>Catherine Wills – HEEM Project Manager lead</u></p> <p>Provided overview and Role of HEEM in context of 5 Year forward view LK working with HEEM to gain funding for HLP to support Public health in light of PH interest but a lack of funding to take it forward, First draft of the bid completed</p> <p>LETB/LETC– in the county its structured differently than Leicester City sub groups need to ask Angela Bright for LPC to be provided with opportunity to comment on things like Community Pharmacy, for Catherine to take back to raise questions.</p> <p>CW Highlighted that is the first time HEEM is working with Pharmacy. She has been seconded as support for optometry and pharmacy till match 2016.</p> <p>Questions raised by LPC in relation to GP Workforce and leadership training for GP being open to Pharmacists as well. CW indicated this will be looked at by LBR (Learning Beyond Registration) and LPC will be provided an update on the funding for HLP and other opportunities.</p>	

CLOSED SESSION

14.	<p><u>Debrief.</u></p> <p>Action : AT to add 2016 Budget to be put on Dropbox.</p> <p>All reports should be put on Dropbox at least a week in advance, if not on a week before then for all committee members to be given a hard copy.</p> <p>Need to keep all external speakers on time.</p>	<u>LK</u>
15.	<p><u>Other Sub Committee Reports.</u></p> <p>JL raised that all dates need to be completed on Contractors log. Action : KT to amend 10days/45days response and recirculate to Sub Committee.</p> <p>BBC radio - Pharmacy been given 5days with 5 minute slots, it is a tight deadline with recording due by 7th December. LK to liaise with the LPC representatives and provide script for the slot.</p> <p>LK to chase up Cathy Buss from Leicester Mercury to set up promotion article for pharmacy.</p> <p>Decembers newsletter we need help from other committee members, Discussions around a possible LPC promo booklet and business cards</p> <p>LK sent a request to all members for a photo and a profile, but only 1 member has sent one. Action : all committee members before Jan 11th LPC meeting</p> <p>Cloud files all downloaded by LK for storage and LK requested AT to cancel payment subscription to reduce costs.</p> <p>Need a list of providers of MAS for Leicester City. SK advised he could provide LK with the information for records</p> <p>LPC suggests to promote Minor ailments within Pharmacy, NL indicated she has prints on laptop of promotion materials to revive and advertise the scheme. Action: NL to provide LK with the email material to examine and work further.</p> <p>GP out of hour's hub details obtained and have been sent to all contractors and is on website. NHSE also advised to mirror GP OOH hubs on Christmas and new years to support.</p> <p>Branded generics issue raised by SH. LK has requested letter and evidence. NHS guidance for switches sent to the CCG to request refrain from switching in light of NHS confederation of employers guidance and detriment to CP. ELRCCG – LK awaiting response. SH highlighted at least 10 switches with no notice provided to Pharmacies to exhaust supplies.</p> <p>SLA'S for fluenz childhood immunisation pilot - 47 was interested but only 16 were chosen. List uploaded to services on dropbox.</p> <p>Issue raised about the PSD and fax authorisation. Lk contacted GpHC and RPS but there is no legal guidance. GpHC provided no guidance. RPS indicated that robust procedures to be in place. More advice to be taken for clarification. SLA amended to ensure</p>	<u>Action</u>

	<p>prescriber is identifiable and original prescription can be obtained on request from the LPT should it be required</p> <p>Minor ailments scheme ELRCCG still undergoing approval</p> <p>Payments discretion – NHSE stopped making discretionary payments, NHS and CCG’s are not taking responsibility, lots of contractors have had problems with all payments being stopped. Send an email to contractors to make sure they are checking item payments and ensure submission of end of month paperwork in a timely manner to avoid problems..</p> <p>Pharmacist to check expensive items as contractors raised that payments can be overridden manually by PPD so contractors to exercise due diligence when submitting and receiving payments if not correct manually.</p> <p>EPS EPS4</p> <p>Reluctant to remove GP’S nominations wasn’t keen but this is being negotiated nationally by the PSNC</p> <p>Phase 4 – Includes a move to remove all paper prescriptions.</p> <p>LK spent time talking about leadership program with Mike King, LK to contact Mike King re 3rd March and 19th April meetings and gain nominations to put forward.</p>	
16	<p>LPF – progression of leadership. And other local events taking place.</p> <p>PSNC providing opportunity for national provider company to bid for tenders – LPC to use it if needed. More information needed. LK to speak to Mike King and then speak to contractors to gain approval if they want to use PSNC. Cost element not clear at this stage. National provider on call may be a good idea.</p> <p>The pilot for Fluenz is looking good to use in the future.</p> <p><u>Pharmaoutcomes</u></p> <p>3 services for ERMS will be put through pharmaoutcomes, the package costs £15.000 for the full licence. City is looking in to it, the West have already got it.</p> <p>To see if we can split the cost if we buy one for county, would be good to use pharmaoutcomes for Flu next year. Discussion for LPC to invest money for a full or single licence in light of lack of support From NHSE for Flu. . To be discussed at the next Exec meeting.</p> <p>Next year – SG and LK looking at potential for hospital referral MUR’S.</p> <p>NHSE for MUR’S and DBS checks.</p> <p>Off site MUR’S delivery.</p> <p>DBS is not a requirement.</p> <p>ERM and MAS have been extended 27 out of 75 contractors only read pharmaoutcomes. LK has contacted all west CCG pharmacies to encourage engagement</p>	

17	<p>and reading the messages to improve uptake and delivery. Initial evaluation provided good results as a result LLR will be piloting this.</p> <p>LK to speak to Jane and Kevin Noble re Pharmaoutcomes and messages.</p> <p>Gluten free –West CCG proposition in progress.</p> <p>Out of hours – ERMS demand – LK notified that City and East are to commission as a pilot for the winter period. LK informed Lesley Gant and East of the OOH service being unaware of the service and spending time dealing with emergency repeats, Lk advised CCG’s to raise awareness of the service to OOH and urgent care and NHS111</p> <p><u>PR and Coms</u></p> <p>Lk Invited to BCT GP workforce development group. LMC and LPC identified need for MDT working and leadership training jointly to support FYFV. Funding opportunity arose at HEEM to submit a bid. LPC and LMC project and the Better Care Together bid for leadership training has been approved by the LLR BCT group for the bid to be submitted to HEEM. Next meeting 22nd December 2015.</p> <p>Ibstock Practice in West CCG won the GP practice bid. Federation in the City also won the bid (Dr Garcea) LPC supported both bids for the City. Lk developed JD/PS for the role to ensure integration of CP where possible.</p> <p>Funding from MAD, NHSE and CCG’S bring in Richard Seal.</p> <p>Timeline – LK and AV pre-planning events to pencil in for 2015. Planning and comms in advance.</p> <p>GpHC event – all speakers invited, venue booked, food organised. LK/AV developed flyers , planned social media campaign and also published in ph business magazine online for contact. Survey monkey and reminders sent by LK/AV to maximise output.</p> <p>LK advised that Mike King has highlighted LLRLPC for the spotlight LPC on the PSNC website to highlight the progress and good work we have done to date. A great recognition for LPC progress in LLR over last few months.</p>	
21.	<p><u>Date of next meeting and Close</u></p> <p>9.00 am at The Peepul Centre on Monday, 11th January 2016</p> <p>The Chair and Chief Officer thanked everyone for their contribution to the meeting which closed at 16:50</p>	<u>Action</u>

KT – 07/12/15

Signed: (Chair)

Name:

Date: