

Action Minutes

Date Of Meeting: 21/05/15		Time: 2:00pm		
Location: The Crown Hotel, Boroughbridge		Subject: CPNY Committee Meeting		
Present: Liz Colling (LC), Ian Dean (ID), Richard Harrison (RH), Gill Treharne (GT), Tom Hajdas (TH), Elliot Goran (EG), Samina Khan (SK), Warren Cunningham (WC), Shaun Davies (SD), Adnan Yousaf (AY), Annette Mauder (AM), Derek Clarke (DC), Tamzin Burn (TB), Lorraine Gell (LG)		Apologies: Bhavin Morjaria (Resignation)		
Other Attendees: Jack Davies (JD) CPNY CEO, James Sprangle (JS) - CPNY EO				
Closed Section				
Issue	Action	Who	When	
Declarations of Interest	There were no declarations of interest.	INFO		
Minutes of the Last Meeting	The minutes of the last meeting were agreed as an accurate record.	INFO		
Matters Arising	The committee welcomed DC back after his long-awaited return.	INFO		
	The resignation from post of Bhavin Morjaria was declared. It was decided that CPNY would co-opt a new, independent contractor to replace him. The committee will carry on with 14 members until a new colleague is co-opted into post.	INFO		
	Action	Expressions of interest to take up post will be gathered before a decision is made. The vacancy is to appear in the newsletter.	JS	5 th June
	Both NYCC and CYC have purchased Pharmoutcomes. NYCC is initiating a 'dry run' with 4 pharmacies using EHC to test the system.	INFO		
	CPNY hit its target of attendees for the Tier 1 Dementia and Safe Places training. 207 attendees are expected to be trained, exceeding the target of 150.	INFO		
	The CPNY EPS2 training for pharmacies and GP practices, set to occur 24 th June 2015 in Harrogate, has been paid for by sponsors. The trainer will be Joanne Lambe.	INFO		
Xmas Opening Times	AM expressed interest in swapping opening times and a discussion between members commenced.	INFO		
	The Area Team is aware of the discontent with rotas; thus, the issues are to be raised, discussed and negotiated in the June meeting with them. The issues include swapping dates, requesting annual rotas, requesting control of the rotas for CPNY and discussing the speed of replies to appeals made by contractors.	JD	June Area Team Meeting	
Community Health Ltd Update and LPC Directors	The company is up and running.	INFO		
	TB cannot assume the role of Director and this is generally the case of most CCA representatives. However, Adrian Naylor, who helped CPNY establish the legal entity, expressed interest in being appointed as Director. The committee unanimously agreed to this.	INFO		
	Action	Adrian Naylor to be informed	CEO	22 nd May
PSNC Conference	Action	If LC solely represents PSNC at the conference, then ID, TB and JD are to attend also. However, if LC represents CPNY it will be LC, ID and JD that will attend.	LC/TB/JD	4 th Nov 2015
	Action	RH to provide specifics regarding the branded generics resolution for LC and JD to discuss further.	RH	ASAP
Contractor Engagement Survey	JS presented the data as a result of the survey and the 20% response rate. The committee then discussed the figures and ways to improve contractor engagement.	INFO		
Local Audit Data	JD presented the data with a 29% response rate and the results were analysed by the committee to discuss improvements to emergency supply.	INFO		
	Action	Alastair Buxton to receive the collected audit data.	JD	22 nd May

EPS Update and Training	ID presented the EPS to GP surgeries statistics.		INFO		
	By the 21 st March 2016 all practices will have had to set a date as a requirement of the GMS contract. Thus, all practices should be live by 2017.		INFO		
	Action	Article for newsletter on above issue	ID	1 st June	
Service and CCG Feedback	Smoking Cessation	NYCC Procurement has not agreed a timetable for the Smoking Cessation tender.	INFO		
		GPs have expressed interest in joint tendering with CPNY (CH Ltd).	INFO		
		The GP tender will be led by Echo Ltd – Awaiting confirmation (Scarborough GP Alliance).	INFO		
	Alcohol	NYCC plans to issue an ‘expressions of interest’ letter on 15 th May to all pharmacies to inform them of the new service, along with the service specification and details of training.		INFO	
		Training events to be undertaken by Drugtrain. A programme will be circulated on 1 st June 2015.		INFO	
		New contract will roll over; thus, no tender is expected 1 st July 2015.		INFO	
		Action	Training dates to be requested.	JD	ASAP
		Action	The training dates are to appear in the May/June newsletter.	JS	June
		The committee expressed concerns with the June completion date.		INFO	
	EHC	The VoY CCG and CYCC Public Health Dept. are discussing a resolution, whereby the CCG sign off the EHC PDG.		INFO	
		Action	Two local MPs to be contacted regarding the above matter.	JD	ASAP
		Action	Information regarding patients unable to acquire EHC that were directed elsewhere is to be forwarded to JD.	AM	ASAP
	VoY CCG	The MAS is progressing. GPs to agree their SLA and Pharmoutcomes arrangements with CYCC.		INFO	
		Action	RH and JD to attend the Pharmacy Development Plan session on the 30 th June 2015.	RH/JD	30 th June
	H/R/W CCG	Agreed a development session for a Pharmacy Development Plan on 14/07/15		INFO	
		DC updated CPNY regarding Nutricia and the Rotherham Process.		INFO	
		Action	To enquire what dispensing fee pharmacies are rewarded as a part of the Rotherham Process.	DC	ASAP
	Scar/Rye CCG	Meeting to occur on 15 th June 2015 to discuss the development of a Pharmacy Development Plan.		INFO	
		Action	TB to attend the 15 th June 2015 meeting.	TB	15 th June
	Harr CCG	Action	The CCG and Rob Penman are to be invited to the June EPS training in Harrogate.	JD	ASAP
		Action	DC updated committee on 21 st July inhaler training (funded by Astra), and will forward the details to both JD and JS.	DC	ASAP
		DC replaced Bhavin Morjaria as lead for Harrogate. The committee agreed unanimously.		INFO	
	Chair’s Report	Action	DC to attend COPD meeting with Pfizer instead of LC.	DC	22 nd May
PSNC Regional Rep’s Report	In the absence of David Broome LC reported to the committee.		INFO		
	The PSNC 15/16 settlement almost signed off. Expected to be completed early June.		INFO		
Treasurer’s Report	ID updated the committee.		INFO		
	Last year’s accounts are with the auditors and should be completed before AGM		INFO		
	Account balance as of end of April - £52,829.92.		INFO		

	The committee agreed unanimously that the account be amended to permit third party cheque indemnity.		INFO	
	Action	Third party cheque indemnity resolution to be sent to Lloyds.	JD	22 nd May
Subgroup Work	Contractor Support	This subgroup discussed contractor training needs. 1 training event to occur every ¼ in 5 different venues. Flu Vaccines (July) – Regular, annual training. Inhaler/COPD (Autumn/Harrogate) – Roll out across CPNY region. Dermatology (March) – Covering skin conditions and sun awareness. Regular locations suggested were Escrick, Scarborough, Harrogate, Skipton and Northallerton.	INFO	
	Service Support	This subgroup devised the beginnings of a VoY CCG and CPNY development plan. 1) OOH Care (emergency supply/palliative care/EHC) EHC/Chlamydia/Condoms (Public Health and Social/Economic) Minor Ailments 2) The vulnerable, COPD, inhalers and asthma patients 3) Domiciliary MUR (compliance/waste/concordance) 4) Gluten free supply service	INFO	
	Regulatory	This subgroup produced the beginnings of a NYCC/CYC and CPNY development plan. <ul style="list-style-type: none"> ▪ Automated Pill Dispenser Pilot ▪ Bodyweight Assessment via Community Pharmacy ▪ Care Home Advice Service ▪ Community Pharmacy Health Checks ▪ Community Pharmacy Healthy Weight Service ▪ Community Pharmacy Minor Ailment Passport Scheme ▪ Community Pharmacy Minor Ailment Scheme ▪ Domiciliary MURs ▪ Domiciliary MARs ▪ Falls Prevention ▪ Memory Service ▪ Minor Ailments Service for Children ▪ Stock Holding & Provision of Specialist Drugs – Palliative Care 	INFO	
		SD will accompany JD to 10 th June 2015 Development Plan meeting in Northallerton.	INFO	
AGM Planning and Funding	Pfizer is to fund the £2,000 cost of the AGM in exchange for 20 minutes to discuss their Right Route: Right Care campaign. The committee agreed to this unanimously.		INFO	
AOB	Action	Liaise with GT about her flu vaccs payment issue and raise the issue at the next Pharmacy Issues group.	JD	ASAP
	Action	Email all contractors and collect similar flu vaccs payments issues.	JS	ASAP
	Action	All York pharmacies are to be emailed and asked to email their expressions of interest regarding Palliative Care Stocks to JD.	JD	22 nd May

Future Meeting Dates

Time	Day	Date	Venue
2pm	Thursday	16 th July 2015 (AGM)	The Crown Hotel, Boroughbridge
10am	Thursday	17 th September 2015	Harrogate, Yorkshire Showground
10am	Thursday	19 th November 2015	Innovation Centre, York